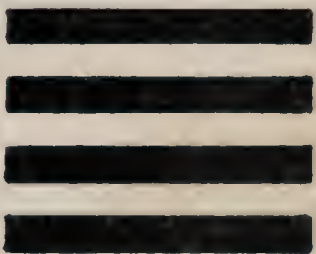


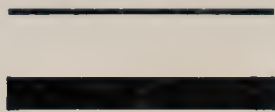
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**FORGE**

Graniteville

**NAB.  
NAS.  
SET**



westford  
Center

.

*Parker.*

**VILLAGE**

*Annual report*

1 9 8 3





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# TOWN OF WESTFORD



## ANNUAL REPORTS

For The Year Ending December 31, 1983

Annual Town Election To Be Held May 1, 1984

Annual Town Meeting To Be Held May 5, 1984

COVER:

Designed, Prepared and

Donated by Edward Pioli

### DEDICATION

By a vote of the Board of Selectmen, the 1983 Annual Report is dedicated to Rita Miller and Shirley Oliver.

Rita and Shirley retired from the Westford Public Schools at the close of the 1983 school year.

Since 1939 Rita served the Town as a teacher of two generations of students and, later, as an administrator demonstrating exemplary leadership skills.

Shirley left the teaching profession with a rich legacy of competency and affection dating back to 1940.

The entire Town extends best wishes and appreciation.



TOWN OF WESTFORD

CITIZEN ACTIVITY APPLICATION FORM

Good Government Starts With You

If you are interested in service on a Town committee, please fill out this form and mail to the Executive Secretary, Board of Selectmen, Town Hall, Westford, MA 01886. The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.

Date.....

Name.....Home Telephone.....

Address.....

Amount of Time Available.....

Interest in what Town Committee.....

.....

.....

Present Business Affiliation and Work.....

.....

Business Experience.....

.....

Education or Special Training.....

.....

Date Appointed	Town Office Held	Term Expired
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.....

.....

Remarks.....

.....

.....

## TOWN CALENDAR

APPEALS, BOARD OF	Monthly on Mondays, 8:00 PM
ASSESSORS, BOARD OF	Each Tuesday of the month, 7:30 PM Town Hall
CAPITAL OUTLAY	3rd Monday of the Month, 7:45 PM
CEMETERY DEPARTMENT	1st Saturday of the month, 10:00 AM
CONSERVATION COMM.	2nd & 4th Wed. of the month, 7:30 PM
COUNCIL ON AGING	1st Wednesday of the month, 3:30 PM
FINANCE COMMITTEE	2nd & 4th Tue. of the month, 7:30 PM
HEALTH, BOARD OF	2nd Monday of the month, 7:00 PM
HOUSING AUTHORITY	2nd Thursday of the month, 7:30 PM Elderly Housing Community Building
NASHOBA VALLEY TECH. HIGH SCHOOL COMMITTEE	Alternate Tuesdays, 7:30 PM
PLANNING BOARD	1st & 3rd Tues. of the month 7:30 PM
RECREATION COMMISSION	2nd & 4th Mon. of the month, 8:00 PM
ROUDENBUSH COMMUNITY CENTER COMMITTEE	1st Mon. of the month, 7:30 PM at Roudenbush Community Center
SCHOOL COMMITTEE	2nd & 4th Monday of the month, 7:30 PM, Westford Academy
SELECTMEN	Each Tuesday of the month, 7:30 PM Selectmen's Office, Town Hall
TRUSTEES, J.V. FLETCHER LIBRARY	1st Monday of the month, 8:00 PM
WATER COMMISSIONERS	2nd & 4th Tues. of the month, 8:30 PM, Water Dept. Office

TOWN CALENDAR (Cont)

TOWN OFFICES: Open Monday thru Friday, Town Hall

Assessors Office

8:00 AM - 12:00 PM      12:30 - 4:00 PM

Board of Health

Monday, Tuesday, Wednesday 9:00 - 12:00

Nashoba Sanitarian

Monday thru Thursday 8:00 - 9:00 AM

Building Inspector

8:30 AM - 4:30 PM

Selectmen's Office

8:30 AM - 4:30 PM

Treasurer/Tax Collector

8:00 AM - 12:00 PM      12:30 - 4:00 PM

Planning Board/Conservation Commission

Tuesday, Wednesday, Thursday 9:00-12:00

Town Accountant

9:00 AM - 4:00 PM

Town Aide

9:00 AM - 3:00 PM

Town Clerk

9:30 AM - 5:00 PM

Water Dept., 63 Forge Village Road

8:00 AM - 12:00      12:30 to 4:00 PM

Visiting Nurse available Tuesday 1-4  
Board of Health Office.

SANITARY LANDFILL, Cold Spring Road

Mon.-Thurs.-Fri.: 7:00 AM - 3:00 PM

Wed.: 9:00AM-5:00PM      Sat.: 8:00AM-4:00PM

Closed on Tues. except when Mon. is a  
holiday, then the dump is closed on Mon.  
and open Tues.

## OFFICERS OF THE TOWN OF WESTFORD

### TOWN CLERK

Elaine McKenna	Term expires May 1984
Constance Robinson, Clerk	
Peggy Vennard, Clerk	

### SELECTMEN

Robert P. Tierney, Chairman	Term expires May 1984
Avis S. Hooper, Vice-Chairman	Term expires May 1985
Geoffrey D. Hall, Secretary	Term expires May 1986
David R. Earl	Term expires May 1986
Ronald H. Johnson	Term expires May 1984

### ASSESSORS

Judith McEnaney, Chairman	Term expires May 1984
Janis Ackerman	Term expires May 1985
Willis Buckingham	Term expires May 1986
George Giddings, Ass't. Assessor	
Diane Holmes, Clerk	
Mabel Rowley, Clerk	
Monica Sullivan, Clerk	

### TREASURER/COLLECTOR

Paula Brule	Term expires May 1986
Elaine Hickey, Clerk	
Frances House, Clerk	
Constance Hubbard, Clerk	

### SCHOOL COMMITTEE

George Murray, Chairman	Term expires May 1986
Donald Bradanese	Term expires May 1986
Judith Culver	Term expires May 1985
John Kavanagh	Term expires May 1985
Joan O'Brien	Term expires May 1985
Douglas Keele	Term expires May 1984
Mary Trubey	Term expires May 1984

### NASHOBA VALLEY TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE

Charlotte Scott	Term expires Apr 1986
Cecile Stefanski	Term expires Apr 1984
Kevin Finnegan (alternate)	Term expires Apr 1984

### WATER COMMISSIONERS

Walter Gerlach, Chairman	Term expires May 1984
Hervey J. Cote	Term expires May 1985
Carlton Rooks	Term expires May 1986



### BOARD OF HEALTH

Charles Colburn, MD, Chairman	Term expires May 1986
Charles Landino	Term expires May 1984
Mark Mulligan	Term expires May 1986
Charles Menzie	Term expires May 1985
Carolyn Cochrane	Term expires May 1986
Joan Pioli, Clerk	

Patricia Williams, Public Health Nursing Activities  
Town Hall Office 692-8431

### MODERATOR

William Kavanagh	Term expires May 1984
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### PLANNING BOARD

Leslie Thomas, Chairman	Term expires May 1984
Denis Maguire	Term expires May 1985
Peter Fletcher	Term expires May 1988
C. Thomas Paul	Term expires May 1986
Howard Kelly	Term expires May 1987
Mary Morton, Clerk	

### TREE WARDEN

Roger Melancon	Term expires May 1986
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### CEMETERY COMMISSIONERS

Gordon Seavey	Term expires May 1984
Brian Vaughn	Term expires May 1985
Kristin Szylvian	Term expires May 1986

### TRUSTEES OF J.V. FLETCHER LIBRARY

Lisa Dagdigian	Term expires May 1984
Mary Ann Finnegan, Chairman	Term expires May 1984
James L. Healy, Jr.	Term expires May 1985
Richard T. Joy	Term expires May 1985
Nancy Russo	Term expires May 1986
Dorothy M. Swanson	Term expires May 1986

### J.V. FLETCHER LIBRARY

Francesca L. Denton, Director (Appointed by Trustees)  
Ellen Rainville, Ass't. Director

### FINANCE COMMITTEE

Karl Fagans, Chairman	Term expires May 1985
Mary L. Calless	Term expires May 1985
A. Justin McCarthy	Term expires May 1986
Paulette Shuckart	Term expires May 1986
Reginald Cornier	Term expires May 1984
Anthony Denisevich	Term expires May 1986
Daniel Hanley	Term expires May 1984

The Boards, Committees, Commissions and Offices listed below are appointed by the Board of Selectmen.

EXECUTIVE SECRETARY TO THE BOARD OF SELECTMEN  
AND AFFIRMATIVE ACTION OFFICER

Paul F. Alphen

TOWN ACCOUNTANT

Robert Earnshaw

CHIEF OF POLICE

Joseph R. Connell

FIRE CHIEF

George Rogers

SUPERINTENDENT OF STREETS

George W. Wyman

TOWN COUNSEL

John L. Connell, Jr.

TOWN AIDE AND VETERANS' AGENT

Helena Crocker

DOG OFFICER

William C. MacMillan  
Dennis Courchaine, Ass't.

ROUDENBUSH COMMUNITY CENTER COMMITTEE

Barbara Landino	Term expires June 1986
Margaret Martinson	Term expires June 1986
Robert Ferreira	Term expires June 1984
Ellen Harde	Term expires June 1984
Albert Russo	Term expires June 1984
MaryJo Cassidy	Term expires June 1985

George Pomeroy, Director

CONSERVATION COMMISSION

Patricia Loring, Chairman	Term expires June 1986
Richard Cooper	Term expires June 1986
Marlene Mallory	Term expires June 1986
Chester Cook	Term expires June 1984
Louis Oliver	Term expires June 1984
William McClellan	Term expires June 1985
Arnold O'Brien	Term expires June 1985

Mary Morton, Clerk. Town Hall Office 692-6161



BUILDING COMMISSIONER

Austin Fitzsimmons

ASSISTANT BUILDING INSPECTOR \*

Nicholas Basinas

PLUMBING INSPECTOR \*

Robert Matley

ASSISTANT PLUMBING INSPECTOR \*

Emmet Byrne

GAS INSPECTOR \*

Chester H. Cook, Jr.

ASSISTANT GAS INSPECTOR

Robert Matley

WIRE INSPECTOR

Dennis P. Kane

CODE ENFORCER

William Stevenson, Jr.

\* Appointed by Commissioner

PERSONNEL BOARD

Roberta Giese, Chairman	Term expires June 1985
Thomas Cullen	Term expires June 1984
Richard Koester	Term expires June 1985
Patricia Murphy	Term expires June 1985

RECREATION COMMISSION

Paul Murray, Chairman	Term expires June 1984
William Barnett	Term expires June 1984
Mary Hill	Term expires June 1984
John Krebs	Term expires June 1984
William Bryant	Term expires June 1984
Donald Porteous	Term expires June 1984
Thomas Stiling	Term expires June 1984
John VanLeewan	Term expires June 1984

CABLE TELEVISION COMMITTEE

Steven Boudreau, Chairman	Term expires June 1985
Roy Lamb	Term expires June 1986
George Switzer	Term expires June 1986
Kenneth Dwyer	Term expires June 1984
Roger Parent	Term expires June 1985
John J. Kavanagh - School Committee Representative	

BOARD OF APPEALS

John Preston, Chairman	Term expires	June 1987
Mark Scolnick	Term expires	June 1984
John Yetman	Term expires	June 1985
Daniel Pioli	Term expires	June 1986
Ronald Nolin	Term expires	June 1987
<u>Associate Members</u>		
Willis Buckingham	Term expires	June 1985
John Cadigan	Term expires	June 1985

CAPITAL OUTLAY COMMITTEE

Jerry Berkowitz, Chairman	Term expires	June 1985
Robert Fagan	Term expires	June 1984
Paul D'Angelo	Term expires	June 1985
John Fridrich	Term expires	June 1985
Robert Giese	Term expires	June 1986
Richard Lewan	Term expires	June 1985
Jean Brush	Term expires	June 1985
James Main	Term expires	June 1986

AGENT FOR BURIAL OF DECEASED SOLDIERS

James L. Healy, Sr.	Term expires	June 1984
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PRIVATE INDUSTRY COUNCIL

Avis Hooper	Term expires	June 1984
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CARETAKER OF WHITNEY PLAYGROUND  
TOWN COMMON AND MONUMENTS

George Wyman	Term expires	June 1984
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COUNCIL FOR CHILDREN

Joan O'Brien	Term expires	June 1984
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COUNCIL ON AGING

Carl Lyman, Chairman	Term expires	June 1984
Cecilia Healy	Term expires	June 1986
Horace Wyman	Term expires	June 1984
Helena Crocker	Term expires	June 1985
Veronica Sullivan	Term expires	June 1985

DEVELOPMENT AND INDUSTRIAL COMMISSION

Howard Hall	Term expires	June 1985
Nicholas Basinas	Term expires	June 1984
Mark Scolnick	Term expires	June 1984
J. Frank Strauss	Term expires	June 1984
Chester Cook	Term expires	June 1985
A. Justin McCarthy	Term expires	June 1985
Roger Parent	Term expires	June 1985

## ENERGY RESOURCE COMMISSION

Gilbert Brown	Term expires June 1984
Edward Cohen	Term expires June 1984
Patricia Martin	Term expires June 1984
William Stevenson, Chairman	Term expires June 1984
Ted Warren	Term expires June 1984

## WESTFORD HOUSING AUTHORITY (Elected)

William MacMillan	Term expires May 1985
Felix Perrault **	Term expires May 1984
Shirley Anderson	Term expires May 1987
Mary Smith	Term expires May 1988
Lorraine McElroy	Term expires May 1986

\*\* State Appointee to the Housing Authority.

## FENCE VIEWERS

Albert H.G. Picking	Term expires June 1984
Charles VanLandeghem	Term expires June 1984

## FIELD DRIVERS

Thomas Holmes	Term expires June 1984
Frank Vennard	Term expires June 1984
Arnold Wilder	Term expires June 1984

## HAZARDOUS MATERIALS ADVISORY COMMITTEE

Robert Baxter	Term expires June 1984
Gregory Ciampa	Term expires June 1984
Richard Cooper	Term expires June 1984
Juta Moter	Term expires June 1984
Claire Thompson	Term expires June 1984

## HAZARDOUS WASTE COORDINATOR

Dennis Lawler	Term expires June 1984
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## HISTORICAL COMMISSION

William Collins	Term expires June 1986
Bernice Picking	Term expires June 1986
H. Arnold Wilder	Term expires June 1984
Ruth MacDonald	Term expires June 1985
Gordon Seavey	Term expires June 1985
Elizabeth Shaw, Chairman	Term expires June 1985
Robert S. Jeffries	Term expires June 1984

## HISTORIC DISTRICT STUDY COMMITTEE

Sally Benedict	Term expires June 1984
Judith Gizara	Term expires June 1984
Clarence Hansell	Term expires June 1985
Robert Jeffries	Term expires June 1985
Lloyd G. Blanchard	Term expires June 1984



## LOCAL ARTS COUNCIL

Kenneth Dwyer II, Chairman	Term expires June 1984
Virginia Kimball	Term expires June 1984
Robert Nicoson	Term expires June 1984
Ellen Rainville	Term expires June 1984

## MEASURERS OF WOOD & BARK

Chester Cales	Term expires June 1984
John Kimball	Term expires June 1984
Stanley Kimball	Term expires June 1984
Roger Melancon	Term expires June 1984
Albert Picking	Term expires June 1984
Carlton Rooks	Term expires June 1984

## MOSQUITO ADVISORY BOARD

Barbara Aranyi	Term expires June 1984
Robert Armstrong	Term expires June 1984
John Gagnon	Term expires June 1984
Mark Mulligan, Board of Health Representative	

## MOTH DEPARTMENT SUPERINTENDENT

Roger Melancon	Term expires June 1984
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## REGISTRARS OF VOTERS

Wilbert L. Vaughn	Term expires June 1985
William R. Healy	Term expires June 1986
Beverly Dearth	Term expires June 1986

## REGISTRARS' CLERK EX OFFICIO

Elaine McKenna	Term expires June 1984
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## SEALER OF WEIGHTS & MEASURES

Huntington Wells	Term expires June 1984
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## SEWERAGE ADVISORY COMMITTEE

Richard Cooper	Term expires June 1984
Richard Lewis	Term expires June 1984

## SOLID WASTE ADVISORY COMMITTEE

Cathy Cadigan	Term expires June 1984
Howard Kelly	Term expires June 1984
Susan Rose	Term expires June 1984
Donald Drew	Term expires June 1984
Ronald Johnson	Term expires June 1984
Joseph Dunigan	Term expires June 1984
Albert Russo	Term expires June 1984
Joan Pioli, Board of Health Representative	

SPECIAL TOWN FOREST COMMITTEE

Roger Melancon	Term expires June 1986
Daniel Provost	Term expires June 1985
Carlton Rooks	Term expires June 1985

DIRECTOR OF VETERANS' SERVICES

Robert Tierney	Term expires June 1984
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VETERANS' GRAVES OFFICER

James Healy, Sr.	Term expires June 1984
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WEIGHERS OF GENERAL COMMODITIES

Daniel Brady	Term expires June 1984
Paul Gilinson	Term expires June 1984
Donald MacMillan	Term expires June 1984
Steve Bentas	Term expires June 1984
Albert Nardone	Term expires June 1984
Anthony Nardone	Term expires June 1984
James Nardone	Term expires June 1984
Robert Nardone	Term expires June 1984
Richard LaRock	Term expires June 1984

WEIGHERS OF GRANITE

Robert Bell	Term expires June 1984
Gloria Brown	Term expires June 1984
Edward Chouinard	Term expires June 1984
Gloria Gauthier	Term expires June 1984
John J. Laird	Term expires June 1984
Robert Masson	Term expires June 1984
Joseph H.R. Simard	Term expires June 1984
Elizabeth Witts	Term expires June 1984
Dawna Santoro	Term expires June 1984

NEW FAIR HOUSING COMMITTEE

Kenneth Kelley, Chairman	Term expires June 1984
Geoffrey Hall	Term expires June 1984
Ruth Ashley	Term expires June 1984
Phyllis Chase	Term expires June 1984
John Doucette	Term expires June 1984
Mildred Hart	Term expires June 1984
Robert MacInnis	Term expires June 1984
Lorraine McElroy	Term expires June 1984
Mary Smith	Term expires June 1984
Roy Smith	Term expires June 1984
Cecile Stefanski	Term expires June 1984
Leslie Thomas	Term expires June 1984

MIDDLESEX COUNTY ADVISORY COMMISSION

David R. Earl	Term expires June 1984
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CUSTODIAN - TOWN HALL

Carlton Rooks Term expires June 1984

HOUSE NUMBERING COMMITTEE

Austin Fitzsimmons Term expires June 1984

CONSTABLES

Chief Joseph Connell Term expires June 1984

William MacMillan Term expires June 1984

WATER DEPARTMENT

Harold Fletcher Term expires June 1984

Norma Cassidy, Officer Manager

Bonnie Carson, Clerk

TAX POSSESSION SALE COMMITTEE

Edward N. Lamson Term expires June 1984

Denis Maguire Term expires June 1984

Norman Nesmith Term expires June 1984

MUNICIPAL CENSUS SUPERVISOR

Elaine McKenna Term expires June 1984

FIRE NEEDS STUDY COMMITTEE

Rich Bahnick Term expires June 1984

John Cadigan, Chairman Term expires June 1984

George Rogers Term expires June 1984

Edmund Szylvian Term expires June 1984

POST OFFICE SITE SUGGESTION AD-HOC COMMITTEE

David Earl

Mark Scolnick

Dini Healy-Coffin

Robert Dalton

Cheryl Hamilton Terrell (ex officio, U.S. Post Office)

COMMUNITY TEAMWORK, INC.

(Selectmen's Representative to Board of Directors)

Helena Crocker Term expires June 1984

NORTHERN MIDDLESEX AREA COMMISSION (N.M.A.C.)

Richard Cooper Term expires June 1984

Avis Hooper Term expires June 1984



DISTRIBUTION OF EXPENDITURES

FISCAL YEAR 1983

TOTAL EXPENDITURES

\$12,143,102.37

Debt Retirement & Interest	517,856.25
General Government	448,424.23
Public Safety	1,147,699.87
Health Department	54,031.16
Highway	693,255.76
Water Department	789,865.92
Cemetery	51,182.87
Schools	6,897,426.66
Nashoba Tech. Assessment	398,530.00
Library	186,507.32
Recreation	61,904.69
Roudenbush Community Center	46,576.82
Veterans' Services	27,305.26
Unclassified	343,147.50
State Assessments	99,163.89
County Assessments	<u>380,224.17</u>
	\$12,143,102.37

POLICE ROSTER

CHIEF OF POLICE

Joseph R. Connell

SERGEANTS

Edward A. Cossette  
Douglas L. Deware  
David W. Hogg  
Timothy L. Pomerleau  
Edward R. Rochon, Jr.

PATROLMEN

Caron, John  
Chandonait, Frank  
Cote, Hervey  
Duggan, William  
Haran, Patrick  
Hayes, James  
Higgins, George

Jelley, Michael  
Kane, Terence  
Montminy, Paul  
Peachey, Raymond  
Smith, Robert  
Tzikopoulos, John  
Welch, Robert

PERMANENT INTERMITTENT  
RESERVE OFFICERS

Richard Barrett

TRAFFIC SUPERVISORS

Buchanan, Barbara  
Curley, Sheila  
Duggan, Florence

Hill, Mary  
LeGacy, Jane  
Molinari, Joyce

CONSTABLES

Joseph R. Connell  
William C. MacMillan

## SPECIAL POLICE APPOINTEES

Heretofore appointments to special police status in the Town of Westford carried with it all police powers vested in permanent full-time police officers throughout the Commonwealth of Massachusetts. Those holding permanent status qualified for those positions after many hours of training and education in police procedures and science.

It is quite obvious that in recent years municipalities have become vulnerable to civil suits filed as the result of alleged police misconduct. Taking into account the potential for increased civil liability suits, the Westford Board of Selectmen has re-assessed the appointment procedure and how it affects not only the officer's liability, but the community's and their own.

Consequently, it becomes necessary to limit the authority of most officers who hold special police appointments.

Because most civil liability suits against police evolve from circumstances surrounding arrest procedures, only those officers whose names appear in Groups E and F are appointed this year without restrictions. All others carry with them limited authority. That limitation prohibits appointees other than those in groups E and F from exercising arrest powers. It is in no way intended to restrict officers in carrying out other facets of the job. Nor would it prohibit their making an arrest in a case where any individual would be justified in making a citizen's arrest.

Group A Those working in the private sector to deter crimes in the premises. Members of the staff at Nashoba Technical High School for "in-house" policing. Those appointed to assist in policing their own fraternal and social clubs.

Group B Those employed by the Town of Westford in a capacity other than full-time service in the Police Department to carry out their respective responsibilities. Those serving a town committee where their activities require interaction with the public in such a way that a police appointment facilitates their achieving specific objectives.

Group C Those who have rendered faithful police service to the community for many years-no longer active-and must retain appointments to continue long established friendships in police fraternal associations. Others who have been appointed in previous years-not necessarily with longevity-in providing various services to the community and wish to retain appointments.

- Group D Those who serve the community without compensation. This includes auxiliary police and members of the Police Amateur Radio Team (PART)-who perform a service to the community on a regional basis. Both groups serve as back-up resources to the permanent department.
- Group E Those permanent full-time officers from several area communities appointed to perform police duties for the purpose of rendering assistance under the "mutual aid" concept. Liability for their conduct rests with their respective communities.
- Group F Those officers who are routinely assigned to private details and serve to augment our permanent department.



## SPECIAL POLICE APPOINTEES

### GROUP A

Robert Allard  
Wallace Bechard  
Charles Cook  
Roland Cote  
Norman Cox  
Leo Duchesne  
Raymone Duchesne  
Kennard Fletcher  
Harold Gilpatrick  
William Green  
Natthaw Harding  
Stephen Ingalls  
Alexander LeCourt  
Robert McCaffrey

Arthur Miller  
Harvey Miller  
Norman Mochrie  
Bernholdt Nystrom  
R. Leonard O'Brien  
Joseph Oliver  
Louis Oliver  
Robert Patenaude  
Charles Reynolds  
John Shannon  
Ignatius Simard  
Rene Simard  
David Stephens  
Richard Stone  
Richard Stevens

### GROUP B

William Barnett  
James H. Brown, Jr.  
William Bryant  
Clayton Dearth  
Karl Forty

John Krebs  
William Lyons  
Paul Murray  
Marjorie Pierce  
Thomas Stiling  
George Wyman

### GROUP C

John Antonelli  
John Axxon  
Robert Ayer  
Raymond Beauregard  
Ruth Brosius  
Leo Connell  
Alan Crocker  
Edward Finn  
Robert Fitzpatrick  
Francis Flaherty  
Daniel Hanley  
Rene Hanson  
Thomas Holmes  
William King  
Christos Koravos  
Harry Lamb  
Robert LeGacy  
Philip Lord  
Fred Magdalenski

Robert McCusker  
Roger Menard  
Robert Perkins  
Everett Randall  
Alfred Reeves  
John Reeves  
Uldege Ricard  
Maurice Rooks  
John Sanders  
Kenneth Saunders  
Hervert Sauve  
Elliot Semple  
John Spadano  
Robert Upperman  
Ivan Whitney  
Richard Whitney  
George Young  
Gunars Zagars  
Nicholas Zaher

GROUP D

James Basinas  
Bowman Budinger  
David Connell  
Kenneth Eldridge  
Durfee Hill  
Thomas Hughes  
Jennifer Kansanniva  
Frank Karkota  
Kurt Lautenschlager

Robert Ludwig  
Charles Lukas  
Kevin McCusker  
Harlan Miller  
Daniel O'Donnell  
Michael Perron  
Donald Pick  
Stephen Weinrich

GROUP E

See Roster of Officers in other jurisdictions holding appointments in Westford.

GROUP F

Kevin Antonelli  
William Cahill, Jr.  
Judith Connell  
Douglas J. Cook  
Harry Cooper  
Marilyn DeFilippi

Joseph Doolin  
Bryan Dumont  
Kathleen Heald  
Harold Hoover  
William MacMillan  
Edmund Szylvian  
Michael Whitlock



# BIRTHS

Recorded by the Town Clerk - 1983

<u>DATE</u>	<u>NAME</u>	<u>PARENTS</u>
Dec 14	Abel, Lyndsey Ellen	Steven P. & Brenda Ann (Hachey)
Jun 15	Adamczyk, Steven John	John M. & Kyle (Becker)
Mar 8	Auger, Gerard Michael Jr.	Gerard M. & Patricia A. (McAndrew)
Jan 21	Bagni, Charles Evan Jr.	Charles E. & Gail (Gilpatrick)
May 8	Baillio, Laura Caitlin	Paul A. & Elaine (Danforth)
May 16	Balinski, Kathleen Elizabeth	Eric W. & Luanne E. (DeByle)
Feb 25	Beals, Matthew George	George S. & Linda M. (Pilla)
Mar 25	Belanger, Timothy Richard	Richard P. & Linda M. (Byron)
Feb 10	Berard, Noelle Lorraine	Paul R. & Leona Joy (Rancourt)
Sep 1	Bernier, Jeffrey Stephen	Scott E. & Gail J. (Belinsky)
Jul 5	Brown, Sean Nathan	Lloyd A. & Sharon R. (Muse)
Jan 14	Butler, Hazel Irene	Timothy M. & Jean R. (Rossi)
May 5	Byrne, Jonathan Errol	Thomas H. & Nancy F. (Swanson)
May 25	Caffelle, Derek John	Peter J. & Lisa Marie (Mann)
Nov 22	Capece, Michael Anthony	Raymond A. & Jane Margo (Reeves)
Aug 20	Capriccio, Anthony Lewis	Lewis A. & Maura Teresa (Lockwood)
Oct 18	Caron, Todd Joseph	Paul J. & Gale Maria (Ward)
Mar 10	Clear, Michael Edward	Geoffrey P. & Marjorie (McKeever)
Sep 19	Cleveland, Christopher Alfred	Frederick & Roseann M. (Vardaro)
Jun 25	Colangelo, Justin Ryan	Stephen P. & Barbara M. (Spear)
Jan 28	Colton, Daniel Thomas	Larry Don & Lois Ann (Clayton)
Sep 16	Connell, Jillian Cavanaugh	Steven H. & Jane M. (Milinazzo)
Aug 25	Cote, Renee Michelle	David R. & Fay N. (Weber)
Feb 5	Courcy, Daniel Stephen	Stephen E. & Joy Carol (Michon)
Jun 15	Crory, Kimberly Anne	Paul E. & Janet L. (Karlson)
Apr 10	Cull, Amber Grace	Michael R. & Darlene G. (Putvain)
Jun 26	Dean, Matthew Corrigan	Frederick & Marquerite A. (Oakley)
May 18	Dean, Stephanie Marie Hedderman	Arthur & Nancy M. (Hedderman)
Apr 4	DeJesus, Nicholas Edward	Edward J. & Janet M. (Machado)
Dec 30	DeLone, Ryan Louis	Louis G. & Nancy F. (Henley)
Mar 19	Deveny, Jessalyn Rebecca	James R. & Janice M. (Reeves)
May 25	Dias, Lindsay Lee	Darrell G. & Charlene M. (Doiron)
May 13	DiCenzo, Carissa Jane	Paul A. & Jane C. (Cusack)
Apr 17	DiNapoli, Meghan Christine	John F. & Maureen Ann (Scriven)
May 22	Donahue, Kathryn Adele	John T. & Patricia A. (Fitzgerald)
Apr 22	Donohue, Kenneth Francis	William & Mary-Ann (DiMaria)
Mar 11	Doucette, Ashley Tyler	Manford J. & Virginia (Crimmins)
Jul 4	Duffy, Jennifer Susan	William Jr. & Susan J. (Fralen)
Dec 29	Dundas, Jeffrey Paul	Dennis J. & Elizabeth (Dean)
Apr 22	Ebitson, Elizabeth Ann	David C. & Marilyn A. (Walters)
Jun 23	Ellis, Nathan Scott	Robert S. & Lynn C. (Blanchette)
Apr 21	England, Natalie Jeanne	Lee H. & Linda M. (Atton)
Dec 30	Eskenazi, Steven Richard	Steven F. & Margaret M. (Bozek)
Nov 12	Faria, Christina Julia	Fernando M. & Barbara J. (Saya)
Feb 11	Ferrin, Brent Cecil	Robert J. & Michele M. (Albanese)
Mar 14	Ferry, Jaime Elizabeth	Richard D. & Susan M. (Workman)

<u>DATE</u>	<u>NAME</u>	<u>PARENTS</u>
Aug 26	Finn, Mark Robert	Merrick W. & Carol Ann (Mudge)
Apr 19	Fish, Theresa Elizabeth	Randall K. & Susan E. (Caley)
Feb 10	Frazier, Courtney	Kenneth H. & Joan M. (Taylor)
Sep 11	Frechette, Marc Andrew	John A. & Carol A. (Simard)
Jul 25	Fridrich, Cary Griffin	John S. & Deborah R. (Bailey)
Jan 3	Gallardo, Brian Nicholas	Eulogio U. & Marilyn L. (Forni)
Sep 22	Galvin, Michael William Jr.	Michael W. & Roseanne (Husson)
Jan 15	Galvin, Timothy William	Dennis J. & Kathleen (Gallagher)
Sep 11	Gemmellaro, Peter Saverio	Anthony P. & Theresa (Macrina)
Dec 26	Gerostergios, Hamaide K.	Konstantin & Demetra (Goverinos)
Feb 8	Gleason, Kristina Ann	John D. & Patricia A. (Murphy)
Jan 9	Godfroy, Stacey Dawn	Maurice W. & Diane I. (Ricard)
Apr 30	Goodie, Nicole Leigh	Stephen J. & Donna (Hendrickson)
Aug 27	Gorfinkle, Katie Ann	Joseph L. & Elaine M. (Walsh)
Aug 3	Greaves, Colleen Elizabeth	Roy A. & Debra Ann (DeLorme)
Mar 31	Halberstadt, William Stephen	Jr.-William & Cheryl L. (Bohenko)
Apr 2	Hamilton, Dylan Drew	Wayne W. & Clora C. (Gadbois)
Jan 19	Hand, Kara Jean	Robert M. & Joyce J. (Kulikowski)
Feb 4	Hardeggen, Lauren Denise	Edgar B. & Mary C. (Thiel)
Oct 23	Harrington, Kathryn Grace	Daniel J. & Leah E. (Camplese)
Feb 9	Hayes, Patricia Margaret	Gary E. & Joy E. (Olsen)
Jun 23	Henderson, Edward James Jr.	Edward J. & Lynn Mae (Bonick)
Oct 1	Hickey, Thomas William	Michael D. & Irma Louise (Swim)
Mar 21	Huminski, Thomas Pius Jr.	Thomas P. & Teresa M. (Swift)
Aug 9	Iovino, Domenic Manuel Jr.	Domenic M. & Linda L. (DeFelice)
Jul 12	Johnston, Marian Gabriela	James P. & Petrona D. (Sosa)
Oct 14	Kaiser, Brian Michael	Kerry K. & Karen Sue (Bauer)
Jun 29	Kenney, Cassandra Ann	James P. & Christina L. (Gehrlein)
Mar 8	Kilpatrick, Daniel Michael	Michael B. & Amy T. (McCarthy)
Sep 18	LaChance, Michael Christopher	Paul W. & Joan M. (Callahan)
Jun 15	Lambert, Mark David	William J. & Loretta S. (Dhima)
Apr 23	Larkin, Todd James	John & Susan Gay (Marshall)
Feb 15	Leary, Heather Ann	Stephen C. & Birgit M. (Osinski)
Oct 14	LeClair, Crystal Ann	David J. & Jan M. (Marchand)
Oct 10	LeDuc, Nathan Edward	Henry E. & Deborah J. (Dubey)
Apr 20	Lelchook, Ariel Maya	Alexander K. & Andrea (Wallen)
Feb 18	LeMasurier, Koehlaina Ann	Richard J. & Michelle (Miner)
Feb 15	Lerra, Christopher John	Dennis J. & Deborah A. (Herbert)
Feb 2	Levesque, Nicole Jean	Albert A. & Barbara J. (Walker)
Apr 5	Lewis, Jesse Robert	Robert D. Jr. & Susan A. (Kane)
Dec 30	Linton, John Patrick	William H. III & Linda (Riley)
Aug 7	Maestranzi, Stephen John	John L. & Patricia A. (Lukas)
Apr 26	Mahoney, Patrick Devon	Paul R. & Susan Ann (LaRosee)
Jul 6	Marchand, Jessica Lynn	Raymond D. & Sharon L. (Page)
Apr 10	Martines, Tara Lindsay	Frank W. & Sheryl A. (Norton)
Sep 15	Mayo, Kenneth David	David G. & Dolores M. (Ziegler)
Dec 2	McAlduff, Meghan Lee	William H. & Elizabeth (Lombard)
Oct 9	McAllister, Alicia Marie	William M. & Ruth M. (Jackson)
Nov 14	McCann, Steven	Kevin E. & Cheryl E. (Tatro)
May 29	McCormick, Mary Elizabeth	Daniel J. & Mary F. (McCann)
Sep 23	McCusker, Melissa Erin	Edward D. & Laura Carol (Day)



<u>DATE</u>	<u>NAME</u>	<u>PARENTS</u>
Mar 8	McGuire, Brendan Clark	William V. & Elizabeth (Schmauder)
Jun 1	McGuirk, Sean Edward	William E. & Joan (Stankiewicz)
Nov 25	McLellan, Ryan William	Mark W. & Joan D. (McLaughlin)
Feb 18	McMann, Daniel Lawrence	Beverly H. & Paulette (Cannavo)
Jan 13	Menezes, Erika Jean	Bruce W. & Jean M. (Hanley)
May 6	Miller, Christopher Caldwell	Kim W. & Barbara S. (Caldwell)
Jan 17	Miskell, Jessalyn Margaret	Robert A. & Deborah L. (Wood)
Jun 27	Mitchell, Gregory Allen	Kenneth E. & Kathleen M. (Morton)
Sep 28	Monsen, Melissa Jean	Eric W. & Cynthia J. (Rigsby)
Jun 25	Morgan, Heather Lee	Wayne L. & Diane L. (Wilson)
May 15	Morgan, Melanie Stepp	Kenneth H. & Carol Ann (Stepp)
Apr 16	Murray, Katherine Marie	Douglas R. & Mary E. (Massicotte)
Oct 27	Mussaw, Meghan Ann	William E. & Robin A. (Hreha)
Mar 12	Nichols, Christopher Richard	Richard K. & Florence (Gerardi)
Jul 31	Nicoletta, Denise Kathleen	Stephen P. & Elizabeth A. (Ryan)
Oct 26	Oppelt, Catherine Marie	Joseph M. & Linda Julia (LeMire)
Aug 25	Palmer, Jessica Ann	Thomas A. & Carolyn (Carnevale)
Apr 21	Paquette, Joshua Michael	David D. & Maura Jean (Lawlor)
May 8	Parke, Ashleigh Beth	Robert W. & Marybeth (St. Martin)
Sep 22	Pahl, Raymond Vincent	Rodney W. & Noreen E. (Giguere)
Feb 28	Paulson, Jessica Elizabeth	Gary D. & Donna Marie (Caswell)
Jan 25	Pennella, Paul Andrew	Francis J. & Christine (Carroll)
Mar 14	Phillips, Ashley Terese	John N. & Janice M. (Bongiovanni)
Jan 28	Pollard, Daniel Scott	George H. & Patricia A. (Quinn)
Aug 1	Rake, Kristen Marie	Gary H. & Denise J. (Hanson)
Apr 24	Razgha, Alexandra Helen	Karoly B. & Michaela (Meduna)
Oct 4	Regan, Lauren Marie	Kevin J. & Eva Marie (Dallaire)
Sep 4	Reid, Michael John	John W. & Cheryl L. (Fadden)
Aug 20	Reider, Candice Marie	Curtis F. & Judith Ann (Haley)
Nov 22	Riley, Andrew Philip	Stephen M. & Edith D. (Conwell)
Aug 31	Rose, Jared Alexander	Jeffrey F. & Suzanne A. (Grubbs)
Jun 13	Roy, Amanda Marie	Roland G. & Denise A. (Beaudoin)
Jun 11	Roy, Anne Marie	Garry R. & Susan M. (McGlinchey)
Feb 26	Roy, Danielle Kathryn	Joseph J. & Mary Anne (Byrne)
Sep 7	Rubin, Daniel Charles	Robert J. & Donnarae A. (Fecteau)
May 2	Rugo, Albert James	John M. & Michele Jean (Kostka)
Mar 4	Ruszkowski, Daniel Michael	Stephen C. & Elizabeth (Chagnon)
Nov 4	Severo, Thomas Jared	Gaetano G. & Maureen J. (Staffier)
Feb 12	Sheshadri, Srividya	Sheshadri & Jayalakshmi (Sreenivasan)
Nov 12	Sholes, Benjamin Adam	Larry B. & Cheryl Ann (Fitts)
Jul 18	Silva, Jamie Lars	Joseph H. & Nancy V. (Larson)
Aug 3	Souza, Matthew Mark	Mark M. & Lenore R. (Morin)
Dec 11	Spillane, Ashley Anne	Donnell E. & Jane Anne (Brassil)
Dec 2	Stone, Elizabeth Rand	William F. & Susan Lynn (Goerke)
Nov 8	Strutt, Peter Jeyam	Colin & Christina I. (Catherasoo)
Jun 25	Strykowski, Nancy Ann	Philip S. & Ann Rita (Mercurio)
Aug 8	Sudak, Courtney Elizabeth	Peter N. Sr. & Mary B. (Healy)
Aug 9	Sullivan, Melissa Ann	Robert L. & Joyce (Jalbert)
Jul 30	Swanson, Darren Victor	Vernon J. & Joan Mary (Daly)
Jun 11	Sweetser, Daniel Delmar	Bruce E. & Denali (Delmar)
Sep 19	Tagen, Lauren Elizabeth	Warren S. & Julia C. (Livingstone)

<u>DATE</u>	<u>NAME</u>	<u>PARENTS</u>
Jul 14	Taverna, James David	Glenn T. & Angelika (Fontes)
Aug 19	Taylor, Shannon Elaine	Jeffrey M. & Elaine (Lamoureux)
Jan 14	Tenaglia, Elizabeth Lauren	Vincent P. & Lucy (Marzilli)
Mar 15	Themeles, Andrew Thomas	Thomas N. & Mary (Macrina)
Sep 1	Traywick, Samantha Lynne	Carlton R. & Cathy I. (Topjian)
Aug 24	Turkovich, Janet Susan	John J. & Susan M. (Miller)
Aug 4	VanVoorhies, Philip Coerten	Stephen C. & Sandra Ila (Wood)
Apr 4	Vaughn, Adam Louis	Brian L. & Joanne M. (Nardella)
Nov 9	Vibert, Heidi Annette	Calvin E. & Dolores A. (Marchand)
Mar 30	Villare, Sarah Elizabeth	Eugene A. & Jeanne R. (Donigan)
Jan 3	Vondal, Maegan Leigh	Kenneth E. & Suzanne M. (Vincent)
Jun 10	Wallace, Nathan Edward	Edward F. & Maureen J. (Riberdy)
Oct 13	Walsh, Jennifer Kathleen	Thomas J. & Kathleen (Chaplin)
Jun 17	Ward, Michael Conor	Michael J. & Linda M. (Skehan)
Apr 18	Webber , Danielle Molly	Stephen E. & Elizabeth A. (Coon)
Dec 28	Westberg, Meredith Grace	Douglas R. & Diane (Bellarosa)
Jan 24	White, Kristen Margaret	Robert E. & Jeanne (Potter)
Oct 27	White, Meredith Megan	Peter W. & Deborah C. (Plumb)
Nov 12	Wilder, John David	John A. & Valerie Ann (Tournas)
Aug 8	Wood, Ashley A.	Alden F. & Diane M. (Salamy)
Sep 8	Yip, Christine Rachel	Wai-Ki & Elaine (Chua)
Jun 19	Ziminsky, Mystie Donne	William E. & Marie V. (Castillo)

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Total Births Recorded	82	88	170

DEATHS

Recorded by the Town Clerk - 1983

<u>DATE</u>	<u>NAME</u>	<u>YEARS</u>
Sep 11	Abbot, Natalie Swan - wid Edward M.	85
Jan 27	Abrahamson, Hazel Rita - wife Georfe	63
Aug 14	Anderson, Gustave - hus Hilma (Monson)	80
Oct 1	Bates, Gregory H. - hus Constance (Coletti)	32
Apr 23	Beers, Kenneth D. - wid Rose E. (Fitzgerald)	84
Jan 7	Beers, Stephen Thurston - Single	13days
Apr 20	Bolduc, Joseph A. - hus Jeanne (Drolet)	67
Aug 5	Bourque, Jeannette - wife Gerald	53
Jan 19	Brown, Russell - wid Christine (Johnson)	64
Oct 19	Cail, Leona (Proctor) - wid Edward, Jr.	89
Oct 15	Cobleigh, Russell N. - hus Florence (Dupuis)	51
Feb 18	Collins, William T. - wid Edna (Parent)	73
Jan 4	Daigneault, Edmond J. - hus Dorothy I. (Manchester)	69
Dec 30	Daigneault, Harland W. - hus Doris (Hindle)	35
Jun 21	Daigneault, Marie Louise - wid Edmond B.	93
Oct 10	Decatur, Florence - wid Fred. J.	85
Sep 27	Doucette, Victor G. - hus Dorothy (McEnaney)	77
Oct 1	Fales, Lucille K. - wid Raymond D.	87
Dec 6	Gaillardier, Joseph Agenor - wid Leda (Sherlaw)	69
Feb 25	Gavin, Evelyn C. - div. Thomas	75
Jan 10	Grant, Norman Belcher - hus Catherine (McIntosh)	78
Dec 14	Harrington, Ethel M. - wid William C.	79
Jan 10	Harte, Mary T. - wife Francis	49
May 6	Hill, Ruth - wid Elmer T.	90
Feb. 1	Hill, Sophie E. - wid Donald	67
Feb 22	Kauffman, Lenore - wid Paul	72
Dec 15	Kesner, James Matthew - hus Ruby R. (Davis)	51
Sep 25	Langell, Wallace - hus Agnes (McArow)	68
Apr 4	Lankford, James M. - hus Alberta (Grant)	61
Jul 23	Le, Can-Thi - wid Tran Dinh Trung	91
Dec 16	L'Hussier, Lilla Elizabeth - wife of Armand J.	48
Jul 30	Lobo, Craig Anthony - Single	17
Oct 8	MacWilliams, Karen L. - Single	17
Sep 24	Maher, Margaret M. - Single	73
Sep 20	Mann, Margaret - wid John	92
Nov 18	McKniff, Anne - wid James J.	85
Mar 29	McKniff, Rose - wid John T.	85
Jul 29	Menard, Roger J. - hus Germaine (Nadeau)	69
Mar 4	Meyers, Mary Elizabeth - wid Edwin Taylor	86
Apr 25	Michelson, Ethel - wife Jacob	71
Sep 17	Miller, Mary - wid Alex	63
Oct 5	Milot, Joseph - Single	57
Aug 22	Minsk, Rose - Wife Morris	71
Oct 16	Morash, David B. - hus Beatrice (Douthart)	76
Sep 10	Mulligan, John Michael - hus Irene (Gingras)	80
Dec 4	Norton, Marjorie - Single	77
Jan 23	O'Brien, Lillian E. - wid James T.	80



<u>DATE</u>	<u>NAME</u>	<u>YEARS</u>
Jul 2	Proia, Judith - wife Rodel	37
Feb 13	Reed, Edith L. - wid William W.	93
Jan 16	Ricciardi, Karl Stephen - hus Thyra E. (Nelson)	67
Mar 11	Rice, Ralph Roland - hus Barbara Ann (Murray)	75
May 22	Roderick, William Anthony - hus Eleanor B. (Gomes)	63
Dec 6	Rooks, Maurice Bearce - hus Gladys R.C. (Farmer)	83
Dec 5	Roscoe, Charles - hus Josephine (Sosnowski)	65
May 11	Rosie, Thomas Dearnest, Jr. - wid Lorraine (Cotter)	68
Aug 19	Rossi, David J. - Single	21
Sep 18	Sechovich, Dora - wid Matthew	86
Jan 27	Sidelinker, Elvira - wid Cecil W.	83
Mar 2	Sohlstrom, Lillian - wid Carl A.	88
Jun 3	Spooner, Fredrick - wid Sarah (Baker)	89
May 28	Spooner, Sarah B. - wife Fredrick C.	94
Oct 29	Squeglia, Carl A. - hus Rita (Pomerleau)	64
Aug 29	St. Peter, Joseph A. - div Mable (French)	78
Mar 24	Suzedelys, Stanley - hus Anna (Sosnowski)	66
Jan 31	Tamkun, Frances - wife Joseph	71
Oct 25	Trask, William Stanley - hus Constance (Olson)	53
Sep 2	Tucker, Frank Daniel - hus Florence M. (Holmes)	86
Dec 20	Turner, Bessie F. - wid Eldon	95
Jul 7	Waliszek, Joseph - hus Jeanne B. (Zaloga)	64
Dec 25	Whedon, Myrtle L. - wife Marshall D.	90
Mar 17	Whiting, Ada L. - wid Richard P.	79
Mar 12	Wyman, Carl P. - hus Helen L. (Bates)	79
Feb 14	Wyman, George F., Jr. - Single	53

	<u>Male</u>	<u>Female</u>	<u>Total</u>
Total Deaths Recorded	37	36	73



# MARRIAGES

Recorded by the Town Clerk - 1983

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>	<u>RESIDENCE</u>	<u>BIRTHPLACE</u>
Aug 27	Algie, James R	28	New York	New York
	Treat, Sarah J	26	New York	Kentucky
Dec 27	Anderson, Brian K	25	Westford	Brighton
	Didion, Tracy R	23	Westford	Lowell
May 1	Auger, Michael J	22	Tyngsboro	Lowell
	Kelty, Patricia K	21	Westford	Lowell
May 7	Belliveau, Edward A	24	Fitchburg	Fitchburg
	Hansen, Patricia M	23	Westford	Lowell
Aug 6	Bemis, William G	41	Westford	Medford
	Stern, Ellen Barbara	30	Westford	Phil Pa
Jun 25	Bonacorsi, Robert M	29	Groton	Florida
	Menard, Rosanne N	29	Westford	Lowell
Nov 12	Brackett, Steven S	26	Ayer	Lowell
	Miller, Leslie C	20	Ayer	Michigan
Oct 1	Brown, Jeffrey M	25	Chelmsford	Hudson
	Gower, Cynthia E	28	Chelmsford	Lowell
Sep 24	Burgoyne, John V	27	Waltham	Brighton
	Trebino, Virginia A	26	Arlington	Malden
Sep 24	Cadden, William J Jr	23	Chelmsford	Arlington
	Selfridge, Marilyn A	20	Westford	Lowell
May 1	Cail, Steven D	23	Westford	Canada
	DelPapa, Tina M	22	Westford	Lowell
Sep 24	Carolan, Paul S	20	Dracut	Lowell
	Gagnon, Barbara I	19	Dracut	Lowell
Jun 17	Carroll, Timothy M	23	Westford	Ayer
	Barry, Donna M	21	Westford	Lowell
Jul 2	Challis, Arthur B	21	Boxboro	Boston
	Brown, Kathy L	22	Boxboro	Hawaii
Apr 17	Charron, John P	25	Westford	Lowell
	McCabe, Cheryl R	24	Westford	Lowell
Feb 13	Conlon, Patrick F	25	Arlington	Worcester
	Cogliano, Helen P	23	Westford	Winthrop
Mar 25	Cote, David R	26	Lowell	Lowell
	Weber, Fay N	27	Lowell	So Dakota
Oct 22	Covert, Michael J	26	Nashua NH	Indiana
	Berry, Michele M	23	Nashua NH	Dorchester
May 29	Crowley, Albert J Jr	30	Ayer	Concord
	Poist, Diane M	25	Westford	Laurel Md
Jun 12	Cuozzo, Robert A	25	Westford	Lynn
	Shanley, Jane	24	Westford	Prov RI
Jun 11	Curtis, Daniel B	27	Connecticut	Vermont
	Reilly, Christine	26	Westford	Lowell
Aug 13	Daigle, Robert J	54	Westford	Maine
	Stevens, Norma E	43	Westford	Lawrence
Jun 21	Dawson, Keith A	35	Westford	Wash DC
	Phalen, Alice D	39	Westford	New York NY

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>	<u>RESIDENCE</u>	<u>BIRTHPLACE</u>
Aug 7	Dean, Mark A	19	Westford	Framingham
	Lima, Gail M	18	Chelmsford	Lowell
Jan 22	DeCarolus, William A	24	Chelmsford	Leominster
	Copley, Julie M	24	Westford	Lowell
Oct 1	Denaro, Joseph M	22	Dracut	Lowell
	Massie, Dorothy E	19	Westford	Framingham
Sep 25	DeProfio, Henry T	31	Westford	Lowell
	Demirjian, Victoria J	20	Westford	Somerville
Feb 20	Doherty, Daniel J	26	Westford	Lowell
	Duffy, Donna J	22	Westford	Lowell
Apr 16	Farrenkopf, Richard A	24	Marlboro	Boston
	Carroll, Teresa M	20	Westford	Burns Ore
Oct 2	Fletcher, David C	25	Westford	Lowell
	St Onge, Cynthia J	25	Chelmsford	Lowell
May 15	Fletcher, G Thomas	31	Westford	Lowell
	Vaughan, Deborah N	28	Westford	Michigan
Nov 11	Fletcher, Robert S	21	Westford	Lowell
	Desrochers, Cheryl A	22	Westford	Lowell
May 14	Freeman, Robert D	24	California	York Me
	Walker, Faith E	20	California	Missouri
Sep 17	Gamester, Lance D	25	Westford	Winchester
	Guess, Rita L	24	Westford	Cambridge
Nov 5	Gervais, George M	24	Westford	Lowell
	Gross, Jennifer L	20	Littleton	Winchester
Aug 5	Giordano, John D	26	Westford	New York
	Zimmerman, Marla K	27	Westford	Dayton Ohio
Oct 8	Gordon, Richard Jr	25	Michigan	N Carolina
	Toop, Pamela M	24	Michigan	Boston
Aug 27	Hackett, John H	25	Connecticut	Connecticut
	Harte, Margaret M	23	Westford	Waltham
May 6	Hartnett, John J	43	Westford	Boston
	Kelley, Paula R	36	Westford	N H
May 7	Heald, Seth G	29	Wash DC	Ohio
	Emmet, Caroline M	32	Virginia	Cambridge
Dec 17	Herget, Alfred C	46	Westford	Nova Scotia
	Goldthwaite, Pamela A	29	Westford	Roslindale
Aug 21	Heyman, Richard A	25	Minnesota	New York NY
	Daigle, Anne E	26	Minnesota	Lowell
Jun 25	Houde, Kenneth E	44	Westford	Worcester
	Ouellette, Maureen L	33	Westford	Beverly
Apr 23	Johnson, Eric S	29	Westford	Germany
	Johnson, Sharon Lee	32	Westford	Augusta Me
May 21	Karabatsos, John A	24	Lowell	Norfolk Va
	Bankhead, Allison D	24	Westford	Michigan
Dec 3	Kelley, Robert A Jr	22	Westford	Arlington
	Glardon, Michelle A	21	Westford	Lowell
Sep 11	Kulikowski, Michael M	22	Westford	Lowell
	Wellington, Karen L	20	Nashua NH	Cambridge
Apr 16	Lagasse, Donald	21	Westford	Lowell
	Whitney, Robin	19	Westford	Lowell



<u>DATE</u>	<u>NAME</u>	<u>AGE</u>	<u>RESIDENCE</u>	<u>BIRTHPLACE</u>
Jul 9	LeBlanc, Thomas W	29	Norwich Vt	Waltham
	Typrowicz, Teresa J	25	Norwich Vt	London Eng
Sep 24	Leney, Alan S	22	Reading	Winchester
	Hubbard, Theresa D	22	Westford	Lowell
Jun 4	Locicero, Robert C	22	Framingham	Winchester
	Salisbury, Jean M	20	Westford	Wisconsin
Jul 9	Mason, David P	55	Braintree	Brockton
	Mason, Shirley J	54	Braintree	Brockton
Nov 19	McCarthy, Kevin S	24	Westford	Lowell
	Kneeland, Rhonda M	22	Littleton	Quincy
Jun 4	Meikle, John W	19	Westford	Boston
	Capeless, Rita	18	Westford	Newton
Aug 6	Miller, David B	24	Westford	Ohio
	Murphy, Melissa L	19	Westford	Arlington
May 15	Miller, Wayne C	25	Lowell	Bangor Me
	Hill, Susan M	24	Westford	Illinois
Nov 19	Miraglia, Joseph Jr	34	Westford	Winthrop
	Hayden, Carolyn	28	Westford	Canada
Jun 12	Mongan, Peter J	22	Westford	Boston
	Delaney, Theresa J	18	Westford	Lowell
Apr 16	Newman, Robert R	60	Melrose	Malden
	LaCasse, Phyllis	58	Melrose	Lowell
Oct 1	Oliveira, Michael J	24	Somerville	Cambridge
	Furman, Elizabeth A	23	Lynn	Everett
Oct 1	O'Malley, Kevin V	29	Clinton	Clinton
	Vaughn, Janice E	26	Westford	Lowell
Feb 19	Popolizio, Michael J	60	Westford	Westford
	Blais, Therese	57	Westford	Canada
May 21	Powderly, Kevin M	27	Nashua NH	Houston Tex
	McIntosh, Susan L	24	Westford	Tacoma Wash
Aug 20	Poznick, Stephen J	33	Westford	Lowell
	Morton, Phyllis	25	Westford	Nashua NH
Jun 4	Pryor, Thomas A	21	Florida	Trenton Mich
	Mahan, Pamela J	18	Westford	Florida
Aug 6	Rice, Gregory P	22	Whitsett NC	Florida
	Illsley, Linda S	21	Tyngsboro	Concord
Dec 8	Riker, James R	51	Westford	Connecticut
	Stahl, Judy C	42	Westford	Ontario
May 14	Robinson, Dana D	23	Westford	Lowell
	Banks, Cynthia L	21	Chelmsford	Groton
Jun 25	Rooks, Robert C	25	Westford	Groton
	Delaney, Colleen M	22	Westford	Brynmarw Pa
Oct 7	Roper, John P	30	Tewksbury	Lowell
	LeCourt, Claudia M	24	Westford	Lowell
Dec 28	Sandholm, Ronald G	52	Westford	Worcester
	Jemson, Luise	47	Westford	Poland
Apr 23	Selfridge, Paul	24	Westford	Lowell
	Spadano, Angela J	21	Westford	Lowell
Sep 10	Severance, Randall G	31	Westford	California
	Cleland, Mary I	25	Westford	Boston

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>	<u>RESIDENCE</u>	<u>BIRTHPLACE</u>
Sep 24	Shaw, Kevin M	29	Westford	Coventry RI
	Heald, Pauline C	27	Westford	Somerville
Jun 24	Shea, Raymond W	22	Westford	Rhode Island
	O'Clair, Donna L	18	Westford	Lowell
Aug 20	Simkewicz, Richard T Jr	21	Nashua NH	Gardner
	Perrault, Michele M	20	Nashua NH	Connecticut
Sep 24	St Hilaire, Bruce P	24	Westford	Lowell
	Auger, Cheryl A	21	Littleton	Lowell
Sep 24	Stone, Carl S	30	Ayer	Lynn
	Muse, Doreen A	25	Westford	Melrose
Mar 26	St Onge, Norman B Jr	22	Nashua NH	Lowell
	Kimball, Cheryl M	20	Nashua NH	Baltimore Md
Oct 21	Sullivan, Charles E	53	Westford	Lowell
	Woods, Nancy	37	Westford	Melrose
Jun 4	Vennard, Douglas D	27	Groton	Lowell
	Miller, Debra A	23	Groton	Gloucester
Aug 12	Wagner, Douglas R	27	Lowell	Lowell
	McCall, Sherrill L	32	Westford	Cambridge
Sep 17	Webber, Gary E	26	Westford	Portland Ore
	Carson, Carolyn L	22	Westford	Lowell
Aug 6	Williamson, Andrew R	26	Ayer	Weymouth
	Pierce, Cynthia J	19	Ayer	Malden
Jul 29	Willis, Lawrence L	33	Westford	Brockton
	Milot, Joanne M	31	Westford	Japan
Aug 6	Zeller, Michael P	25	Brighton	Wash DC
	Reilly Sally Ann	24	Brighton	Lowell
Nov 16	Ziegner, Bernhard A	47	Westford	Phil Pa
	Doane, Patricia L	38	Westford	Shawnee Okla

Total Marriages Recorded - 87



ELECTION OFFICERS - 1983

ENROLLED AS DEMOCRAT

Dorothy Cantin  
Mary Lou Croteau  
Darlene Dearth  
Audrey Ducharme  
Marilyn Gallardo  
Frances Jeray  
Arthur Mealy  
Jean Schaub  
Cynthia Tremble  
Mary Trubey  
Linda Walthers

Precinct 1

ENROLLED AS REPUBLICAN

Annette Aranyi  
Barbara Aranyi  
Michelle Aranyi  
Ruth Chamberlain  
Gladys Dalton  
Marilyn Day  
Beverly Dearth  
Adeline Eliason  
Ralph Hinckley  
Madeline Sambito  
Barbara Smith  
H. Arnold Wilder

Precinct 2

Dorothy Bergamini  
Helena Crocker  
Frances Forrest  
Dorothy Healy  
Diane Holmes  
Mary Koziol  
Claire Mabee  
Mary Morton  
Ellen Regan  
Marjorie St. Gelais  
Veronica Sullivan

Grace Basner  
Carl Benson  
Ruby Benson  
W. Reginald Blowey  
Alice Day  
Kathleen Forty  
John Gagnon  
M. Jeannette Gagnon  
Ruth Hall  
Mary Jackson  
Shirley Jaquith  
Lois Jewett  
Bernice Picking  
Dorothy Swanson  
James Timberlake  
Janet Timberlake  
Nancy Wyman

ENROLLED AS DEMOCRAT

Thomas Anderson  
Norma Cassidy  
Mary Hill  
Elaine Maciak  
Jacqueline Pehrson  
Ellen Piggot  
Joan Pioli  
JoAnn Webster

Precinct 3

ENROLLED AS REPUBLICAN

Barbara Brewer  
Bonnie Carson  
Dorothy Lorentzen  
Ian MacPherson  
Mae Malone  
Donald Robinson  
Cynthia Roper  
Mary VanNorden  
Edith Vaughn  
Joanne Whitney  
Robert Whitney

Precinct 4

Mary Cote  
Anthony Denisevich  
Cecelia Denisevich  
Helen Desmond  
Muriel Drake  
H. James Kazeniac  
John Kelly  
Philip Lord  
Mary Martin  
Viateur Ricard  
Joan Rockwood  
Mary Sawosik  
Mary Smith  
Irene Szylvian  
M. Kathleen Teague  
Eleanor Van Landeghem  
Irene Woznac

Mary Caless  
Bertha Cornwall  
Susan Cornwall  
Frances Fletcher  
Nancy Grant  
Joanne Hall  
Mary Jo Johnson  
Helen Lyons  
Marion MacQuarrie  
Shirley Tuttle

ANNUAL TOWN ELECTION - MAY 3, 1983

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTAL</u>
Whole number of ballots cast	892	746	712	793	3143

SELECTMEN (2) THREE YEARS

* David R. Earl	594	366	360	401	1721
* Geoffrey D. Hall	461	547	497	588	2093
Howard P. Kelly	525	315	348	327	1515
All Others	-	-	-	1	1
Blanks	204	264	219	269	956

TOWN CLERK (1) ONE YEAR (UNEXPIRED TERM)

* Elaine V. McKenna	542	319	336	412	1609
Wilbert L. Vaughn	308	382	363	343	1396
Blanks	42	45	13	38	138

ASSESSOR (1) THREE YEARS

* Willis E. Buckingham	602	556	532	591	2281
All Others	-	-	-	1	1
Blanks	290	190	180	201	861

ASSESSOR (1) TWO YEARS (UNEXPIRED TERM)

* Janis M. Ackerman	627	545	531	593	2296
All Others	1	-	-	-	1
Blanks	264	201	181	200	846

TREASURER-COLLECTOR (1) THREE YEARS

* Paula Brule	668	603	578	650	2499
All Others	-	-	1	-	1
Blanks	224	143	133	143	643

SCHOOL COMMITTEE (2) THREE YEARS

* Donald F. Bradanese	502	407	472	432	1813
* George E. Murray	553	417	356	466	1792
Anthony Martinez III	441	402	401	417	1661
All Others	1	-	1	2	4
Blanks	287	266	194	269	1016

BOARD OF HEALTH (2) THREE YEARS

* Mark W. Mulligan	616	538	573	613	2340
* Carolyn E. Cochrane	574	451	450	499	1974
All Others	-	-	1	-	1
Blanks	594	503	400	474	1971



PREC 1 PREC 2 PREC 3 PREC 4 TOTAL

BOARD OF HEALTH (1) ONE YEAR

* Charles S. Landino	601	517	531	581	2230
All Others	-	-	1	-	1
Blanks	291	229	180	212	912

PLANNING BOARD (1) FIVE YEARS

* Peter S. Fletcher	511	504	507	523	2045
D. Bruce Stewart	355	208	174	235	972
Blanks	26	34	31	35	126

WESTFORD HOUSING AUTHORITY (1) FIVE YEARS

Paul D. Bacon	280	167	186	147	780
* Mary E. Smith	442	477	414	555	1888
Blanks	170	102	112	91	475

WESTFORD HOUSING AUTHORITY (1) THREE YEARS  
(UNEXPIRED TERM)

* Lorraine A. McElroy	617	527	527	583	2254
Blanks	275	219	185	210	889

TRUSTEES J.V. FLETCHER LIBRARY (2) THREE YEARS

* Nancy O. Russo	649	540	524	587	2300
* Dorothy M. Swanson	656	541	532	579	2308
All Others	-	1	1	-	2
Blanks	479	410	367	420	1676

CEMETERY COMMISSIONER (1) THREE YEARS

Michael L. Durand	164	126	149	103	542
Edward C. Helmes	169	167	160	217	713
* Kristin M. Szylvian	386	346	287	370	1389
Blanks	173	107	116	103	499

WATER COMMISSIONER (1) THREE YEARS

* Carlton M. Rooks	651	573	561	630	2415
All Others	-	-	3	2	5
Blanks	241	173	148	161	723

TREE WARDEN (1) THREE YEARS

* Roger Melancon	637	569	570	600	2376
All Others	1	-	-	-	1
Blanks	254	177	142	193	766

\* ELECTED

SPECIAL STATE PRIMARY - AUGUST 23, 1983

DEMOCRATIC BALLOT

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTAL</u>
Total Ballots Cast	1018	755	897	831	3501

REPRESENTATIVE IN GENERAL COURT

Thomas S. Casey, Jr.	94	49	64	49	256
Richard S. Emmet, Jr.	575	233	193	272	1273
Paul J. Glavey	7	11	7	14	39
Mark W. Mulligan	339	462	631	494	1926
Blanks	3	-	2	2	7

REPUBLICAN BALLOT

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTAL</u>
Total Ballots Cast	83	61	62	66	272

REPRESENTATIVE IN GENERAL COURT

Elizabeth Andrews	17	21	23	17	75
John F. MacGovern	64	35	34	51	184
All Others	1	2	1	-	4
Blanks	1	3	4	1	9

SPECIAL STATE ELECTION - SEPTEMBER 20, 1983

	<u>PREC 1</u>	<u>PREC 2</u>	<u>PREC 3</u>	<u>PREC 4</u>	<u>TOTAL</u>
Total Ballots Cast	1149	909	1047	997	4102

REPRESENTATIVE IN GENERAL COURT

John F. MacGovern	716	333	280	371	1700
Mark W. Mulligan	432	576	765	622	2395
All Others	---	---	---	1	1
Blanks	1	---	2	3	6



ANNUAL TOWN MEETING - MAY 7, 1983

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at Abbot Middle School on Saturday, May 7, 1983, called to commence at 10:00 a.m., the following business was transacted:

Election Officers, using voting lists, acted as tellers at the doors. The attendance was 245.

William Kavanagh, Town Moderator, called the meeting to order at 10:00 a.m., and called for a moment of silence in respect for Mr. Alan Ryan.

ARTICLE 1. Town Officers and Committees had no verbal reports to present and written reports are contained in the 1982 Town Reports.

ARTICLE 2. It was voted unanimously that the salaries and compensation of the following elected officers be established as follows, effective as July 1, 1983:

Assessors	\$ 500.00 each per year
Cemetery Commissioners	200.00 each per year
Board of Health	250.00 each per year
Selectmen:	
Chairman	1,100.00 per year
Other Member	950.00 each per year
Town Clerk	16,000.00 per year
Treasurer/Collector	18,143.00 per year
Tree Warden	100.00 per year

(Finance Committee Approved)

ARTICLE 3. It was voted that the Town amend its Consolidated Classification Plan, Compensation Plan and Personnel By-Laws as follows:

Strike the entire Section 3 and insert in place thereof the following:

Section 3. The classification and Wage Plan (Effective July 1, 1983)

The Classification and Wage Plan establishing the occupational categories, the wage rates, and the present hourly rates. Any employee subject to this By-law during fiscal year 1983-84, shall, beginning July 1, 1983, be paid at the wage rate and within the occupational category as he was paid on April 1, 1983 unless otherwise authorized by the Personnel Board.

All step increases and classification changes after July 1, 1983 shall not take effect until approved by the Personnel Board.

	STEP 1 minimum	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6 maximum
CLERK TYPIST						
Level 1	4.28	4.41	4.54	4.66	4.79	4.92
Level 2	4.49	4.63	4.77	4.91	5.05	5.18
Level 3	4.72	4.85	4.99	5.13	5.27	5.41
Level 4	4.95	5.10	5.25	5.40	5.54	5.69
SENIOR CLERK						
Level 1	5.20	5.36	5.52	5.68	5.84	6.00
Level 2	5.46	5.62	5.78	5.94	6.10	6.25
Level 3	5.73	5.90	6.07	6.24	6.41	6.58
Level 4	6.02	6.20	6.38	6.56	6.74	6.92
BOARD SECRETARY						
Level 1	5.73	5.90	6.07	6.24	6.41	6.58
Level 2	6.02	6.20	6.38	6.56	6.74	6.92
Level 3	6.32	6.51	6.70	6.89	7.08	7.27
Level 4	6.63	6.84	7.04	7.24	7.44	7.64
PRINCIPAL CLERK						
Level 1	6.32	6.51	6.70	6.89	7.08	7.27
Level 2	6.63	6.84	7.04	7.24	7.44	7.64
Level 3	6.97	7.19	7.40	7.61	7.82	8.03
Level 4	7.31	7.54	7.76	7.98	8.20	8.43
HEAD CLERK						
Level 1	7.69	7.92	8.15	8.38	8.62	8.85
Level 2	8.07	8.31	8.55	8.80	9.04	9.29
Level 3	8.47	8.72	8.98	9.23	9.49	9.74
Level 4	8.88	9.15	9.41	9.68	9.94	10.21

	STEP 1 minimum	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6 maximum
LIBRARY ASSISTANT III	4.57	4.77	5.02	5.29	--	--
LIBRARY ASSISTANT II	5.54	5.82	6.12	6.41	--	--
LIBRARY ASSISTANT I	6.74	7.07	7.41	7.77	--	--
LIBRARY ASSISTANT DIRECTOR*	13,726	--	--	--	--	17,470
LIBRARY DIRECTOR*	17,142	--	--	--	--	21,427
TOWN AIDE/VETERANS' AGENT*	12,141	--	--	--	--	15,579
DOG OFFICER*	12,141	--	--	--	--	15,579
TOWN ACCOUNTANT*	13,529	--	--	--	--	18,020
COMMUNITY CENTER DIRECTOR*	14,310	--	--	--	--	18,546
ASSISTANT ASSESSOR*	19,080	--	--	--	--	24,380
HIGHWAY SUPERINTENDENT*	21,427	--	--	--	--	29,122
BUILDING CUSTODIAN	4.53	4.66	4.76	5.00	--	--
BUILDING MAINTENANCE MAN	5.70	5.87	6.12	6.40	--	--
CEMETERY LABORER	4.18	4.25	4.48	4.61	--	--
CEMETERY MAINTENANCE MAN	4.30	4.45	4.75	5.09	--	--
CEMETERY SUPERINTENDENT*	13,477	--	--	--	--	16,171
WATER MAINTENANCE MAN	6.84	7.03	7.59	8.06	--	--
WATER PUMP OPERATOR	7.14	7.36	7.91	8.41	--	--
WATER FOREMAN	7.47	7.71	8.25	8.79	--	--
WATER SUPERINTENDENT*	12,021	--	--	--	--	24,461



	STEP 1 minimum	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6 maximum
CALL FIRE FIGHTER	6.34	--	--	--	--	--
CALL FIRE LIEUTENANT	6.50	--	--	--	--	--
CALL FIRE CAPTAIN	6.61	--	--	--	--	--
CALL FIRE DEPUTY CHIEF	6.88	--	--	--	--	--
FIRE SWITCHBOARD OPERATOR*	9,740	--	--	--	--	--
FIRE CHIEF*	21,021	--	--	--	--	23,872
POLICE DISPATCHER - 1st shift	5.60	5.78	6.04	6.29	--	--
POLICE DISPATCHER - 2nd shift	6.07	6.25	6.52	6.76	--	--
POLICE DISPATCHER - 3rd shift	6.54	6.71	6.97	7.22	--	--
POLICE OFFICER - SPECIAL	6.13	--	--	--	--	--
TRAFFIC SUPERVISOR	6.13	--	--	--	--	--

POLICE CHIEF  
ADMINISTRATIVE SECRETARY  
RECORDS SUPERVISOR

As determined by Massachusetts General Laws  
Deferred until the June 20, 1983 Adjourned Session  
Deferred until the June 20, 1983 Adjourned Session

There will be a shift differential of ten percent for regularly-scheduled hours after 6:00 p.m. for all employees covered by the Personnel By-Laws with the exception of the position of Police Dispatcher, Board Secretary, and positions with a specified per annum wage.

2. Strike Section 4.b.(c) and insert in place thereof the following:

(c) Death Benefit: Death Benefit leave shall be made to permanent employees for up to three work days for the death of a member of the immediate family, defined as Father, Mother, Husband, Wife, Son, Daughter, Sister, Brother, Mother-in-law, Father-in-law and will not be deducted as sick leave.

3. Strike Section 4.C.(c) and insert in place thereof the following:

(c) Permanent part-time personnel shall receive time and a half pay after 37½ hours of work per week, with the exception of the Police Department.

4. Strike Section 4.D. and insert in place thereof the following:

D. Uniform Allowance: An allowance for uniforms shall be extended to the members of the permanent Water Department and the Cemetery Superintendent at Two Hundred Fifty Dollars per annum. Appropriations shall be under the control of the Department Head who shall make all expenditures and keep appropriated records of the same.

5. Strike Section 4.H. and insert in place the following:

H. Longevity: In recognition for continuous full-time employment, those employees entitled to vacation leave shall be granted an annual payment as follows:

Upon completion of 5 years of service	\$200.00
Upon completion of 10 years of service	\$300.00
Upon completion of 15 years of service	\$400.00
Upon completion of 20 years of service	\$500.00
Upon completion of 25 years of service	\$600.00
Upon completion of 30 years of service	\$700.00

The foregoing sums are fixed and not subject to percentage increases. Permanent part-time employees whose hours of work follow a regular schedule will be allowed that portion of annual longevity payments as their actual part-time services bear to full-time, to be calculated by multiplying hours worked per week times weeks worked per year. (Finance Committee Approved)

ARTICLE 4. It was voted that the following sums be raised and appropriated for the ensuing fiscal year for the several specific purposes hereinafter designated, and that the sums be expended for such purposes under the direction of the respective Officers, Boards and Committees: (Voted unanimously unless otherwise indicated - \* Carried)

SELECTMEN

100	Selectmen Salaries	\$ 4,900.00	
102	Executive Sec. Salary	24,380.00	
*102a	Clerical Salary	<u>12,161.00</u>	
	Total Salaries	\$ 41,441.00	
*101	Office Expenses	\$ 6,806.00	
101a	Labor Counsel	4,000.00	
145	Comprehensive Insurance	115,003.00	
146	Unemployment Compensation	40,564.00	
147	Medical Insurance	243,540.00	
151	Town Reports	5,500.00	
152	Memorial Day	1,000.00	
153	Veterans Post Contri- butions	900.00	
*154	Legal Ads & Licenses	2,000.00	
158	North Middlesex Area Comm.	3,551.00	
159	Misc. Appointed Comm- ittee Expenses	500.00	
701	Employee Retirement	240,938.00	
	GRAND TOTAL		\$ 705,743.00

SELECTMEN-TOWN HOUSE

120	Custodian Salary	\$ 5,933.00	
*121	Town Hall Expenses	15,430.00	
122	Police/Fire Station Exp.	<u>14,505.00</u>	
	Total Operating Expense	35,868.00	
121a	Paint (Tower) Town Hall	2,500.00	
121b	Deferred until the June 20, 1983 Adjourned Session		
121h	Roof Repair - Town Hall	0	
121i	Rug Runners - Town Hall	0	
121j	Office Copier - Town Hall	0	
122a	Air Conditioner Repair Police/Fire Station	0	
122b	Paint (Trim) P/F Station	1,200.00	
122c	Water Heater - P/F Station	2,300.00	
122d	Repair Chimney - P/F Sta.	<u>2,000.00</u>	
	Total Capital	\$ 8,000.00	
	GRAND TOTAL		\$ 43,868.00



ENERGY RESOURCE COMMISSION

103	Clerical Salary	\$	0	
103a	Operating Expense		<u>110.00</u>	
	GRAND TOTAL	\$		110.00

TOWN ACCOUNTANT

104	Accountant Salary	\$	18,020.00	
104a	Deferred until the June 20, 1983 Adjourned Session			
	Total Salaries	\$	18,020.00	
105	Office Expenses	\$	1,285.00	
105a	Audit		<u>0</u>	
	Total Operating Expenses		1,285.00	
105b	Air Conditioner		0	
105c	Calculator		<u>0</u>	
	Total Capital		0	
	GRAND TOTAL	\$		19,305.00

TREASURER/COLLECTOR

106	Treas./Coll. Salary	\$	18,143.00	
106a	Clerical Salaries		<u>40,907.00</u>	
	Total Salaries	\$	59,050.00	
107	Operating Expenses	\$	11,050.00	
107a	Checkwriter	\$	2,300.00	
107d	Counter Window		0	
107e	Typewriter		<u>0</u>	
	Total Capital	\$	2,300.00	
	GRAND TOTAL	\$		72,400.00

ASSESSORS

108	Assessors Salaries	\$	1,500.00	
108a	Clerical Salaries		28,207.00	
108b	Assistant Assessor		<u>24,380.00</u>	
	Total Salaries	\$	54,087.00	

ASSESSORS (Cont'd)

109	Office Expenses	\$ 4,825.00	
109f	Arlington Trust		
	Computer Service	4,500.00	
109g	Voted unanimously to table until the June 20, 1983		
	Adjourned Session		
	Total Operating Expenses	9,325.00	
109c	Fireproof File	0	
109d	Typewriter	0	
109e	Office Copier	0	
	Total Capital	0	
	GRAND TOTAL		\$ 63,412.00

TOWN AIDE/VETERANS AGENT

110	Aide/Agent Salary	\$ 15,879.00	
110a	Clerical Salary	10,179.00	
	Total Salaries	\$ 26,058.00	
111	Office Expenses	\$ 2,900.00	
813	Veterans Benefits	30,000.00	
	Total Operating Expenses	\$ 32,900.00	
	GRAND TOTAL		\$ 58,958.00

TOWN COUNSEL

112	Counsel Salary	\$ 27,555.00	
*113	Office Expenses	\$ 4,350.00	
113a	Special Counsel Expenses	1,250.00	
	Total Operating Expenses	\$ 5,600.00	
	GRAND TOTAL		\$ 33,155.00

TOWN CLERK

114	Town Clerk Salary	\$ 16,000.00	
114a	Clerical Salaries	17,889.00	
114b	Town Clerk Recording Fees	350.00	
	Total Salaries	\$ 34,239.00	
115	Operating Expenses	\$ 1,730.00	

TOWN CLERK (Cont'd)

115b	Air Conditioner Rpr.	\$	0	
115c	Microfilm Reader		0	
*115d	Typewriter		<u>850.00</u>	
	Total Capital	\$	850.00	
	GRAND TOTAL			\$ 36,819.00

REGISTRATION/ELECTION

116	Registrars' Salaries	\$	2,000.00	
116a	Election Worker Salaries		7,500.00	
116b	Census Worker Salaries		6,380.00	
116c	Town Clerk Salary		<u>400.00</u>	
	Total Salaries	\$	16,280.00	
117	Operating Expenses	\$	7,760.00	
117b	Voting Booths		0	
	GRAND TOTAL			\$ 24,040.00

COMMUNITY CENTER

124	Director Salary	\$	18,546.00	
124a	Clerical Salary		13,644.00	
124b	Maint./Custodian Salary		<u>15,053.00</u>	
	Total Salaries	\$	47,243.00	
125	Operating Expenses	\$	17,550.00	
125b	Gym Roof Replacement		0	
	GRAND TOTAL	\$	64,793.00	
	Less Gift		(17,550.00)	
	Total to be appropriated			\$ 47,243.00

PLANNING BOARD

126	Clerical Salary	\$	3,622.00	
127	Office Expenses	\$	1,410.00	
127a	Engineering Fees		<u>15,000.00</u>	
	Total Operating Expense	\$	16,410.00	
	GRAND TOTAL			\$ 20,032.00



CONSERVATION COMMISSION

128	Clerical Salary	\$ 2,621.00
128a	Office Expense	\$ 435.00
128c	Engineering Expenses	5,000.00
128d	Land Acquisition Expense	<u>2,000.00</u>

Total Operating Expense \$ 7,435.00

128b	File Cabinet	0
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GRAND TOTAL \$ 10,056.00

HOUSE NUMBERING COMMITTEE

129	GRAND TOTAL	\$ 400.00
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PERSONNEL BOARD

130a	Office Expense	\$ 50.00
130b	New Employee Physical Exams	<u>200.00</u>

GRAND TOTAL \$ 250.00

BOARD OF APPEALS

131	Clerical Salary	\$ 1,547.00
131a	Operating Expense	<u>\$ 1,000.00</u>

GRAND TOTAL \$ 2,547.00

FINANCE COMMITTEE

132	Clerical Salary	\$ 722.00
132a	Office Expense	\$ 225.00
700	Reserve Fund	<u>60,000.00</u>

Total Operating Expense\$ 60,225.00

GRAND TOTAL \$ 60,947.00

CAPITAL OUTLAY COMMITTEE

133a	Clerical Salary	\$ 0
133b	Operating Expense	\$ 70.00
133c	Building Survey	<u>\$ 0</u>

GRAND TOTAL \$ 70.00

CABLE TV COMMITTEE

135	Clerical Salary	\$	607.00
135a	Operating Expense	\$	540.00
135b	File Cabinet	\$	<u>0</u>

GRAND TOTAL	\$	1,147.00
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COUNCIL ON AGING

136a	Clerical Salary	\$	0
136b	Office Expense	\$	935.00
136c	General Program		900.00
136d	General Recreation		2,000.00
136e	Health & Nutrition		1,200.00
137	Homemaker Services		637.00
138	Retired Senior Volunteer Program		300.00
141	Merrimack Valley Legal Services		<u>600.00</u>

Total Operating Expense	\$	6,572.00
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GRAND TOTAL	\$	6,572.00
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INDUSTRIAL/DEVELOPMENT COMMISSION

156	GRAND TOTAL	\$	0
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HISTORICAL DISTRICT STUDY COMMITTEE

157	Operating Expense	\$	0
157a	Museum Cupola		<u>0</u>

GRAND TOTAL	\$	0
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POLICE DEPARTMENT

200	Police Chief Salary	\$	36,248.00
200b	Police Officer Salaries		431,991.00
200c	Clerical Salaries		46,481.00
200d	Traffic Sup. Salaries		18,456.00
200e	Custodian Salary		4,069.00
200f	Dispatcher Salaries		55,787.00
200g	Matron Salary		1,600.00
200h	Court Time Salaries		13,027.00
200i	Paid Detail		11,130.00
200j	Overtime		<u>96,082.00</u>

Total Salaries	\$714,871.00
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POLICE DEPARTMENT (Cont'd)

201	Operating Expense	\$108,481.00	
203	Cruisers	\$ 32,775.00	
204a	Radar	0	
204b	Street Marking Paint	2,500.00	
204c	Portable Radios	5,540.00	
204d	Radio System	7,180.00	
204e	Cellblock Monitor	5,500.00	
204f	Generator Repair	1,400.00	
204g	Typewriter	850.00	
204h	Photo Storage Units	0	
*204i	Remote Door Security Sys.	3,000.00	
204k	Camera System	0	
204l	Batteries and Charger	0	
204m	Oxygen Demand Valves	0	
204n	Riot Helmets	0	
204o	Paint Police Station	0	
	Total Capital	\$ 58,745.00	
	GRAND TOTAL	\$882,097.00	
200a	Transfer from Revenue Sharing	\$(185,301.00)	
	TOTAL		\$ 696,796.00

FIRE DEPARTMENT

206	Fire Chief Salary	\$ 25,269.00	
206c	Clerical Salary	1,728.00	
206d	Switchboard Op. Salary	18,117.00	
206e	Firemen/EMT Salaries	60,087.00	
	Total Salaries	\$105,201.00	
209	Operating Expenses	\$ 42,120.00	
209b	Pocket Pagers	0	
209h	Paint Boston Rd. Bldg.	0	
209i	Chief's Car	0	
209j	Air Packs	0	
209k	Fire Engine	63,850.00	
209l	Fire Hose	4,180.00	
	Total Capital	\$ 68,030.00	
	GRAND TOTAL		\$ 215,351.00
206a	Transfer from Anti-Recession		\$ (33.00)



DOG OFFICER

210	Dog Officer Salary	\$ 16,279.00	
210a	Asst. Dog Off. Salary	<u>2,159.00</u>	
	Total Salaries	\$ 18,438.00	
211	Operating Expenses	\$ 4,298.00	
	GRAND TOTAL		\$ 22,736.00

INSPECTION DEPARTMENT

214	Building Inspector Salaries	\$ 20,974.00	
*214a	State Insp. Salary	1,600.00	
218	Plumbing Insp. Salary	6,000.00	
220	Wiring Insp. Salary	6,000.00	
222	Gas Inspector Salary	2,600.00	
216	Clerical Salary	<u>14,509.00</u>	
	Total Salaries	\$ 52,683.00	
217	Operating Expenses	\$ 4,324.00	
223d	File Cabinet	<u>\$ 0</u>	
	GRAND TOTAL		\$ 57,007.00

TREE DEPARTMENT

225	Tree Warden Salary	\$ 100.00	
226	General Expenses	\$ 9,305.00	
227	New Trees	1,970.00	
228	Dutch Elm Control	2,955.00	
229	Pest Control	3,700.00	
229a	Gypsy Moth Control	<u>0</u>	
	Total Operating Expenses	\$ 17,930.00	
	GRAND TOTAL		\$ 18,030.00

CIVIL DEFENSE

230	GRAND TOTAL	\$ 1,600.00
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SEALER OF WEIGHTS AND MEASURES

232a	Sealer Salary	\$ 550.00	
232b	Operating Expenses	<u>\$ 100.00</u>	
	GRAND TOTAL		\$ 650.00

## HEALTH DEPARTMENT

300	Board of Health Salaries	\$ 1,250.00
300a	Clerical Salaries	5,959.00
304	Animal Insp. Salary	450.00
305	Stable Insp. Salary	350.00
306	Dead Animal Removal	
	Agent Salary	1,200.00
309	Pump & Well Insp. Salary	<u>3,000.00</u>

Total Salaries \$ 12,209.00

301	Office Expenses	\$ 1,885.00
302	Share, Inc.	9,701.00
303	Nashoba Bd. of Health	33,565.00
307	Contagious Diseases	250.00
308	Lowell Nursing Service	<u>5,000.00</u>

Total Operating Expenses \$ 50,401.00

310	Typewriter	\$ 850.00
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GRAND TOTAL \$ 63,460.00

## HIGHWAY DEPARTMENT

400	Street Lights	\$ 52,177.00
401	Snow & Ice Removal	251,683.00
402	Town Roads	126,035.00
403	Drainage	19,843.00
404	Street Signs	2,000.00
405	Sidewalks	1,107.00
406	Parks	27,164.00
407	Machinery & Equipment	56,027.00
408	Materials	69,000.00
410	Sanitary Landfill	<u>59,502.00</u>

Total Salary/Operating Expenses \$664,538.00

408a	Truck	\$ 27,373.00
408b	Sand/Salt Spreader	6,345.00
408c	Snow Plow	1,986.00
408d	Mobil Radio	749.00
408e	Exhaust Fan	1,400.00
408f	Compactor Repair	3,000.00
408i	Dump Truck Repair	0
408j	1 Ton Truck	0
408k	Pick-Up Truck	0
408l	Triplex Mower	0
408m	Handmower	0
408n	Roof Repair & Insulation	0

HIGHWAY DEPARTMENT (Cont'd)

408o	Dump Truck	\$ 35,200.00	
408p	Loader	<u>0</u>	
	Total Capital	\$ 76,053.00	
	GRAND TOTAL		\$ 740,591.00

WATER DEPARTMENT

500	Superintendent Salary	\$ 25,061.00	
500a	Commissioner Salaries	1,200.00	
500b	Worker Salaries	70,241.00	
500c	Clerical Salaries	27,649.00	
500d	Overtime	<u>15,906.00</u>	
	Total Salaries	\$140,057.00	
501	Office Expenses	\$ 91,095.00	
501a	Maintenance Expenses	18,500.00	
502	Pipe and Supplies	<u>50,000.00</u>	
	Total Operating Expense	\$159,595.00	
503a	Power Mole	\$ 3,500.00	
503b	Typewriter	850.00	
503c	Dump Truck	0	
503d	Backhoe	0	
503e	Truck	<u>0</u>	
	Total Capital	\$ 4,350.00	
	GRAND TOTAL		\$ 304,002.00

CEMETERY DEPARTMENT

550	Superintendent Salary	\$ 15,279.00	
550a	Maint./Laborer Salaries	3,759.00	
552	Commissioner Salaries	<u>600.00</u>	
	Total Salaries	\$ 19,638.00	
553	Office Expense	\$ 5,215.00	
553a	Backhoe Service	2,000.00	
553c	Other Expenses	<u>3,150.00</u>	
	Total Operating Expense	\$ 10,365.00	
553b	Truck Repair	\$ 0	
553d	Air Compressor	575.00	
553e	Water System (Fairview)	1,500.00	
553h	Fence	0	



WATER DEPARTMENT (Cont'd)

553i	Road Repair	\$ 0
553j	Mower/Tractor	0
553k	Gang Mower	2,200.00
553l	Push Mower	0
553m	Building Repair	0
553n	1½ Ton Truck	0
553o	Fireproof File	0

Total Capital \$ 4,275.00

	GRAND TOTAL	\$ 34,278.00
551	Transfer from Trust Fund Income	0
551a	Transfer from Sale of Lots Income	(1,000.00)

SCHOOL DEPARTMENT

1100	School Committee	\$ 21,479.00
1200	Superintendent's Office	178,179.00
2100	Supervision	119,018.00
2200	School Administration	445,606.00
2300	Teaching	4,353,194.00
2400	Textbooks	38,358.00
2500	Library	87,217.00
2600	Audio-Visual	30,916.00
2700	Guidance	182,135.00
2800	Psychology	63,804.00
3200	Health	45,314.00
3300	Pupil Transportation	456,260.00
3400	Food Service	0
3500	Student Activities	91,968.00
4100	Operations	697,904.00
4200	Maintenance	208,134.00
5200	Insurance	3,102.00
6200	Community Activities	1,458.00
7000	Capital	13,300.00
9100	Tuition	238,100.00

GRAND TOTAL \$7,275,446.00

NASHOBA VALLEY TECHNICAL H.S.

630	Nashoba Valley Technical H.S.	\$ 397,878.00
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LIBRARY

650	Director Salary	\$ 21,627.00
650a	Asst. Director Salary	17,770.00
650b	Library Asst. Salaries	84,051.00
650c	Clerical Salary	10,311.00
650d	Custodian Salary	4,163.00

Total Salaries \$ 137,922.00

LIBRARY (Cont'd)

651	Operating Expenses	\$ 45,972.00	
652f	Security System	\$ 0	
652g	Movie Projector	0	
652h	Replace Furnace	0	
652i	Automation - Phase I	<u>25,000.00</u>	
	Total Capital	\$ 25,000.00	
	GRAND TOTAL		\$ 208,894.00
653	Transfer from Dog Fund		\$ (1,675.00)

RECREATION COMMISSION

750	Town Beaches	\$ 17,770.00	
751	Summer Parks	5,831.00	
752	Baseball	11,500.00	
754	Football	4,225.00	
755	Basketball	3,173.00	
756a	Service Account	3,840.00	
756b	Track	750.00	
756c	Wrestling	240.00	
756d	Gymnastics	0	
756e	Summer Basketball	180.00	
756f	Skating	0	
758	Maintenance	6,716.00	
759	Administration	<u>1,305.00</u>	
	Total Salary/Operating Expenses	\$ 55,530.00	
757b	Scoreboard (Abbot)	\$ 1,500.00	
757d	Playground Equipment	800.00	
757g	Basketball Lighting (Nab)	800.00	
757q	Parker Vill. Site Improvement	0	
757s	Soccer Field	<u>0</u>	
	Total Capital	\$ 3,100.00	
	GRAND TOTAL		\$ 58,630.00

ARTICLE 25. (Voted on after line item 113 of Article 4). It was voted unanimously that the Town accept as a gift, a deed to it from the Tadmuck Club, Incorporated, conveying the land and buildings situated on the easterly side of Boston Road, being the premises described in a deed to the Club from the Spalding Light Cavalry Association, dated March 31, 1931, recorded with Middlesex North District Registry of Deeds, Book 800, Page 378, upon the terms, conditions and restrictions contained in the deed from said club, and that the Town Clerk be and hereby is

instructed to express to the Club the appreciation of the Town for said gift.

b) That the care, custody and control of said land and buildings be under the jurisdiction of the Council on Aging.

(Finance Committee Approved)

(Selectmen Approved Unanimously)

ARTICLE 12. (Voted on after line item 115D of Article 4). It was voted unanimously that the Town By-Laws be amended by adding after ARTICLE 25 the following new Article:

ARTICLE 26. All fees received by the Town Clerk by virtue of G.L. Chapter 262, Section 34 and 34A shall be paid into the Town Treasury.

b) By renumbering the present Article 26 as 27.

(Finance Committee Approved)

ARTICLE 26. (Voted on after line item 117b of Article 4). It was voted unanimously that the Town accept the following gifts made to it by Roudenbush Community Center Associates, Inc.:

(a) \$17,550.00

(b) The following items of Personal Property:

<u>Item</u>	<u>Value</u>
Water Table	\$ 71
Chairs	66
Space heaters (2)	109
Wooden Blocks	172
Radiator enclosures	145
Paper cutter	140
Cubbies	97
Toys	<u>238</u>

TOTAL GIFT 1,038

(Finance Committee Approved)

ARTICLE 33. (voted on after line item 653 of Article 4). It was voted unanimously that the sum of \$26,458.23 be raised and appropriated for energy conservation purposes in school buildings. (Finance Committee Approved)

ARTICLE 5. It was voted unanimously that the Treasurer, with the approval of the Selectmen, be and hereby is authorized to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1983, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

(Finance Committee Approved)



ARTICLE 6. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 7. It was voted unanimously that the sum of \$48,035.00 be appropriated from the proceeds available or to be available from the Commonwealth under Chapter 351 of the Acts of 1981, for the construction and/or improvement of Groton Road, as requested by the Selectmen.  
(Finance Committee Approved)

ARTICLE 8. It was voted unanimously that the sum of \$57,390.00 be appropriated from the proceeds available or to be available from the Commonwealth under Chapter 732 of the Acts of 1981, for the construction and/or improvement of Groton Road, as requested by the Selectmen.  
(Finance Committee Approved)

ARTICLE 9. It was voted unanimously that the Board of Water Commissioners be and they hereby are authorized and directed to apply for and accept a grant of \$94,700.00 from the Department of Environmental Quality Engineering for water system rehabilitation as authorized under Chapter 286 of the Acts of 1982 and Chapter 805 of the Acts of 1979, as amended.  
(Finance Committee Approved)

ARTICLE 10. It was voted unanimously that the sum of \$100,000.00 be appropriated from the Water Department Surplus Account to defray the cost of laying approximately five thousand (5000) feet of water mains in and along Littleton Road.  
(Finance Committee Approved)

ARTICLE 11. It was voted unanimously that Section 2 of ARTICLE II of the Town By-Laws be amended by striking said Section in its entirety and inserting in place thereof the following Section:

SECTION 2. The Finance Committee shall be appointed by the Moderator. The term of the members shall be three years, staggered so that three terms expire each year. The term of office of all members shall commence on the first of October of the year of their appointment. Vacancies shall be filled by the Moderator for unexpired terms only. The Committee shall meet at the call of the Town Clerk, organize, elect such officers as it may deem necessary, appoint a Clerk, who need not be a member of the Committee, and adopt and later change or alter, rules and regulations of organization and procedure consistent with Town By-Laws and State Laws.

(Finance Committee Approved)

ARTICLE 13. It was voted unanimously that the Town accept as and for a Town Way, a portion of Pine Road as laid out by the Selectmen as shown by their report and plan duly filed with the Town Clerk; said Way to be known as Pine Road;

That the sum of \$40,500.00 be raised and appropriated for the original construction of said Way;

That betterments to the extent of seventy-five percent (75%) of the cost of said construction be assessed against the owners of abutting estates; and to meet said appropriation, that the Treasurer, with the approval of the Selectmen, be and hereby is, authorized and directed to borrow, at one time or from time to time, the sum of \$40,500.00 and to issue and sell, as one issue or from time to time as two or more separate issues, serial bonds or notes of the Town aggregating \$40,500.00 in principal amount; and that each issue of said bonds or notes shall be issued and sold in accordance with the applicable provisions of Chapter 44 of the General Laws, shall be in such form, shall bear such dates, shall mature at such time and shall bear such rates of interest as the Treasurer, with the approval of the Selectmen, shall determine, but each issue of said bonds or notes shall be a separate loan, which shall be paid in not more than ten (10) years from the date thereof. (Finance Committee Approved)

ARTICLE 14. It was voted unanimously that the Town accept as and for Town Ways Mark Vincent Drive, Steven Circle, Colonial Drive, Parker Circle, Cobbler Road, Hearthstone Road, all as laid out by the Selectmen as shown by their reports and plans duly filed with the Town Clerk; said Ways to be known as Mark Vincent Drive, Steven Circle, Colonial Drive, Parker Circle, Cobbler Road and Hearthstone Road respectively. Action on Chippewa Road was deferred until the June 20, 1983 Adjourned Session.

(Finance Committee Approved)

ARTICLE 15. It was voted by a 2/3 majority (87 For - 35 Against) that Section 5.4.7.1 of the Sign By-Laws be amended by adding the following new Section:

"(d) One free standing pole or ground sign, which does not exceed twelve (12) square feet in area advertising the rental, lease or sale of premises within a residential subdivision may be permitted by the Board of Selectmen where unusual circumstances such as landscaping, land contours, building setback or subdivision design, preclude the effective use of signs permitted under section (b) above, provided however, the permitted sign is of temporary design, and such sign shall be removed within seven (7) days of the initial rental, lease or sale of 90% of the premises within the subdivision or one year, whichever occurs first."



And should this continue for more than one year, it may be subject to approval of the Board of Selectmen. The Board of Selectmen may extend any such permit for additional terms of one (1) year. (Planning Board Approved)

ARTICLE 17. It was voted unanimously to table until the June 20, 1983 Adjourned Session.

ARTICLE 18. It was voted unanimously that the term of office of the Fire Protection Needs Study Committee be and hereby is extended for an additional year; and said Committee is directed to report their recommendations to the Selectmen and the Town prior to the 1984 Annual Meeting.  
(Finance Committee Approved)  
(Board of Selectmen Approved)

ARTICLE 19. It was voted unanimously that the Board of Selectmen be and hereby are authorized and directed to appoint a Solid Waste Advisory Committee, whose function and duty shall be to evaluate the future solid waste transfer station needs, including policies, fees, designs, and projected costs to be used in planning for the construction of a transfer station; said Committee to report their recommendations to the Selectmen and the Town prior to the second Tuesday in March, 1984.  
(Finance Committee Approved)

ARTICLE 20. It was voted unanimously that the sum of \$ 1600.00 be raised and appropriated for the installation of a rear exit and fire escape from the second floor of the museum.  
(Finance Committee Approved)

ARTICLE 21. It was voted unanimously to table this Article until the June 20, 1983 Adjourned Session.  
(Finance Committee Approved)

ARTICLE 22. It was voted unanimously that the Board of Selectmen be and they hereby are authorized to install street lights on the following numbered poles:

Banbury Drive - Pole # 9½  
Plain Rd. - intersection of Villanova Drive  
Pole # 14

It was voted to eliminate Chamberlain Rd. - Pole # 11/9  
(Finance Committee Approved)

ARTICLE 23. It was voted to defer action on this Article until the June 20, 1983 Adjourned Session.

ARTICLE 24. It was voted unanimously to defer action on this Article until the June 20, 1983 Adjourned Session.



ARTICLE 27. It was voted unanimously that the sum of \$ 1,000.00 be raised and appropriated to defray the cost of fuel and utilities in connection with the operation of the Westford Museum. (Finance Committee Approved)

ARTICLE 28. It was voted unanimously that the sum of \$2,000.00 be raised and appropriated for providing for the collection of household hazardous wastes, said project to be under the supervision of the Hazardous Waste Committee. (Finance Committee Approved)

ARTICLE 29. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 30. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 31. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 32. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 34. It was voted unanimously that the sum of \$20,000.00 be raised and appropriated from the unexpended and unencumbered balance of Account No. 196 - Legal Services - Hazardous Waste Siting, to establish a new Account to be known as "Accumulated Leave Fund" for the purpose of providing a permanent source of money for leave payable to employees under the provisions of Section 4.A(d) and Section 4.B(d) of the Personnel By-Laws.

ARTICLE 35. It was voted unanimously that the sum of \$2,680.00 be appropriated from the unexpended and unencumbered balance of the following accounts for deposit in the Conservation Fund.

Account #	190 -	\$	472.36
Account #	191 -		938.24
Account #	196 -		1,269.40

(Finance Committee Approved)

ARTICLE 16. It was voted unanimously that the Board of Selectmen be, and they hereby are, authorized and directed to take whatever action may be necessary to bring the Town into compliance with the National Flood Insurance Act.

ARTICLE 41. It was voted unanimously that the sum of \$12,000.00 be raised and appropriated as the Town's share of a Clean Lakes and Great Ponds program as established by Chapter 620A of the Acts of 1981.

(Finance Committee Approved.)

ARTICLE 42. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 43. It was voted unanimously that the Town accept a gift of a new ambulance from the Westford Ambulance Fund, Inc. and to authorized the Fire Chief to execute a Bill of Sale for the present ambulance.

ARTICLE 44. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 45. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 46. Deferred until the June 20, 1983 Adjourned Session.

ARTICLE 47. It failed for the lack of a majority that the Town hereby accepts the provisions of Section 53E of Chapter 44 of the General Laws; said Section, in substance, provides that the Town, when making appropriations for the annual ordinary operation costs of any agency, board, department, or office of the Town, that such costs may be offset, in part or in the aggregate, by the estimated receipts from the fees charged to users of the services provided by such agency, board, department or office.

(Finance Committee Disapproved)

(Board of Selectmen Approved)

ARTICLE 48. It was voted to dismiss this Article.

ARTICLE 36. It was voted unanimously that the Town further amend its Zoning By-Law and Zoning By-Law Map as follows:

Delete in its entirety the last paragraph of Section 2.1, Classes of Districts and substitute the following paragraph:

The Town of Westford is further divided into three zones, a Wetland Zone, an Edge Zone and a Flood Plain Zone, which are provided for in Sections 3.4, 3.5, and 3.6 respectively and which overlay in part of the above districts.

Delete in its entirety Section 2.2, Location and Boundaries, and substitute the following new Section 2.2:

Said districts are defined and bounded on the "Zoning Map", adopted May 6, 1978, as the same may be hereafter amended, and as further described on air photos "Westford's Wetlands" for a Wetlands Zone in Section 3.4.2 and for an Edge Zone in Section 3.5.2, and as further described on the



"Flood Insurance Rate Maps" for a Flood Plain Zone in Section 3.6.2. Said maps and photos are filed in the office of the Town Clerk, which with their notations printed thereon and annexed thereto, are hereby made parts of this By-Law.

Add a new Section 3.6 Description of and Uses Permitted in a Flood Plain Zone:

3.6.1 Purposes - This Flood Plain Zone is established to protect public health, safety, and general welfare, to protect human life and property from hazards of periodic flooding, to preserve natural flood control characteristics and the flood storage capacity of the flood plain, and to preserve and maintain the ground water table and water recharge areas within the flood plain.

3.6.2 Zone Delineation - The boundaries of the Flood Plain Zone are shown on the Flood Insurance Rate Map (FIRM), dated June 15, 1983, prepared by the Federal Emergency Management Agency, which represent the 100 year flood elevations designated as Zone A and Zones A1-30. The boundaries of the Floodway are shown on the Flood Boundary and Floodway Map, dated June 15, 1983, and further defined by the Floodway Data Table contained in the Flood Insurance Study. These two Maps as well as the accompanying Study are incorporated herein by reference and are on file with the Town Clerk, the Planning Board and the Building Inspector.

3.6.3 Use Regulations - The Flood Plain Zone shall be considered as overlaying all classes of districts listed in Section 2 of this By-Law. All development, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with the Massachusetts State Building Code pertaining to construction in the flood plain (currently Section 744), the Massachusetts General Laws Chapter 131, Section 40, and with Sections 3.4 and 3.5 of this By-Law pertaining to construction in wetlands.

(a) Uses Permitted by Right - The following uses are permitted by right since they create a minimal risk of damage due to flooding and will not constitute obstructions to flood flow, provided that they are permitted in the underlying district and that they do not require structures, fill, or storage of materials or equipment.

1) Agricultural uses such as farming, grazing, truck farming and horticulture;

2) Forestry and nursery uses:



- 3) Outdoor recreational uses, including fishing, boating and play areas;
- 4) Conservation of water, plants and wildlife;
- 5) Wildlife management areas, foot, bicycle and horse paths;
- 6) Temporary non-residential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises;
- 7) Buildings lawfully existing prior to the adoption of these provisions, May 7, 1983.

- (b) Activities Permitted by Special Permit - No Structure or building shall be erected, constructed, substantially improved, or otherwise created or moved, and no earth or other materials dumped, filled, excavated or transferred, unless a Special Permit is granted by the Planning Board.

Upon receipt of an application for a Special Permit the Board shall transmit one copy of the development plan to the Conservation Commission, the Board of Health and the Building Inspector. Final action shall not be taken until reports have been received from the above Boards or until 35 days shall have elapsed following referral without receipt of such reports.

The Planning Board may issue a Special Permit if the application complies with the following provisions:

- 1) The proposed use complies in all respects with the provisions of the underlying district, and all provisions in the Massachusetts State Building Code pertaining to construction in the flood plain (Section 744);
- 2) The proposed new construction, substantial improvement, and other development or encroachment within the Floodway as designated on the Maps shall be accompanied by a certification by a registered professional engineer or architect demonstrating that such activity shall not result in any increase in flood levels during the occurrence of the 100 year flood.

ARTICLE 37. It was voted unanimously that the Town further amend its Zoning By-Law and Zoning By-Law Map as follows:

Delete in its entirety Section 5.3 Site Plan Review for Industrial B District Special Permit Uses, and add the following Section 5.3, Site Plan Review:

#### 5.3.1 General Requirements

No permit for the construction, alteration, reconstruction, relocation or change of use of any commercial or industrial building involving 3,000 square feet of floor area or more shall be issued without referral of the applicant's proposals to the Planning Board, and the receipt of said Board's written approval thereof by the Building Inspector, unless thirty-five days have elapsed without receipt of such report from the Planning Board. The specific uses to which this requirement applies are those listed in Section 3.3. Table of Use Regulations under the subcategories "Retail and Service Commercial" and "Wholesale, Extractive and Manufacturing".

#### 5.3.2 Contents of Application

Each application for site plan approval shall be accompanied by the following plans, specifications and documents:

- a. Site Plan(s) showing all lot lines and setbacks, zoning district boundaries, wetlands, all existing and proposed topography (2-foot contour intervals), buildings, structures, signs, parking and loading spaces, the limits of all paving, and all facilities for sewage, waste disposal and drainage;
- b. Landscape Plan(s) showing the limits of work, the tree line of existing vegetation to be retained and all proposed landscape features and proposed improvements including walks, planting areas with size and type of stock for each shrub or tree, walls, fences and outdoor lighting;
- c. Building Elevation Plan and Floor Plan(s) showing the front elevation of the building, its height and the layout of each floor with a tabular summary of the floor area and required parking; and
- d. A written statement detailing the proposed use and the design characteristics for the development including, but not limited to, exterior building materials, architectural treatment, street furniture and the site and building landscaping.



### 5.3.3 Criteria Governing Approval

The Planning Board shall review and approve the site plan based on a consideration of the following matters:

- a. Protection of adjoining premises against detrimental uses by provision for surface water drainage, sound and sight buffers and preservation of light and air;
- b. Convenience and safety of vehicular and pedestrian movement and the location of driveway openings in relation to traffic or to adjacent streets;
- c. Adequacy of the methods of disposal of sanitary sewage, storm water drainage, and solid waste refuse from the uses permitted on the site;
- d. Adequacy of the arrangement of parking and loading spaces in relation to the proposed uses of the premises;
- e. Extent to which the proposed development is related harmoniously to the terrain and the use, scale, and proportions of existing and proposed buildings in the vicinity that have functional or visual relationship to the proposed building(s).

### Section 4. Dimensional Regulations - Add a new section 4.3.9 Prohibition of Irregular-shaped Lots

No building lot shall be laid out which is substantially irregular in shape. For purposes of this provision, "Substantially Irregular" is defined as a lot having a coefficient of regularity lower than 0.4 as determined by the formula

$$r = \frac{16A}{p^2}$$

where r = the coefficient of regularity; A = the area of the lot in square feet; and p = the perimeter of the lot in linear feet. The formula may be applied to the entire lot or, at the discretion of the owner, to the minimum lot area which conforms to all other requirements of this section, including street frontage. Provisions of this paragraph shall not apply to lots shown on plans recorded before the effective date of this amendment. Such lots as shown which do not conform to this paragraph shall not be considered to be non-conforming for other applicable provisions of this By-Law.

Section 4, Dimensional Regulations - Add a new Section  
4.3.10 Hammerhead Lots:

The frontage requirement for a hammerhead lot may be reduced to 50 feet, provided that the total lot area is at least 120,000 square feet, the access driveway to the house is not longer than 600 feet with a grade and width adequate to permit access by fire, police and other emergency vehicles and provided further that the nearest point of any building or structure shall be set back 50 feet from all lot lines, and that no more than two hammerhead lots shall have contiguous frontages.

3.3 Table of Use Regulations

Accessory Uses	Districts							
1. The use of a room or rooms in a dwelling for a physician, lawyer, architect, engineer, accountant, real estate broker, insurance broker or similar professional person.	<u>RM</u>	<u>RA</u>	<u>RB</u>	<u>B</u>	<u>CH</u>	<u>IH</u>	<u>IA</u>	<u>IB</u>
	-	P	P	P	P <sup>4</sup>	P <sup>4</sup>	P	P

Item 4 to be added to "Notes to Table of Use Regulations"

4. Conditions a through g under Subsection 2 of Accessory Uses apply to Subsection 1 also.

ARTICLE 38. It was voted unanimously that the Board of Selectmen be, and they hereby are, authorized to acquire by purchase, eminent domain, or otherwise, a certain parcel of land situated on Lowell Road, containing 3.5 acres, more or less, being shown on the Assessors' Map D-4, Parcels 82B and 82A, more particularly bounded and described as follows:

Northerly by said Lowell Road, about 450 feet;  
Easterly by the center line of Tadmuck Brook;  
Southerly by land now or formerly of Agnew,  
about 112 feet  
Westerly by said last named land, about 350 feet;  
and  
Southwesterly, still by said last named land,  
about 350 feet.

Said premises to be managed and controlled by the Conservation Commission for the promotion and development of the natural resources and for the protection of water-shed resources of the Town as authorized by Section 8C of Chapter 40 of the General Laws; and for acquiring said land and for defraying all expenses for appraisals incidental thereto that the sum of \$35,000.00 be raised and appropri-



ated; and to meet said appropriation that the sum of \$35,000.00 be appropriated or transferred from the Conservation Fund.

And that the Conservation Commission be, and hereby is, authorized to file, in the name and behalf of the Town, any project applications and any other plans and information with the Secretary of Environmental Affairs for partial reimbursement as authorized by Section 11 of Chapter 132 of the General Laws, any such reimbursements to be deposited upon their receipt in the Conservation Fund.

(Finance Committee Approved)

ARTICLE 39. It was voted unanimously that the Board of Selectmen be, and they hereby are, authorized to acquire by purchase, eminent domain, or otherwise, a certain parcel of land situated on Lowell Road, containing 20 acres, more or less, being shown on the Assessors' Map D-4, Parcel 83, more particularly bounded and described as follows:

Northerly by said Lowell Road, about 850 feet;  
Northeasterly and easterly by land now or formerly of MacDougall, about 350 feet and about 350 feet, respectively;  
Northerly by said last named land, about 112 feet;  
Easterly by the center line of Tadmuck Brook;  
Southeasterly by land of owners unknown, about 1500 feet; and  
Westerly by land of owners unknown, about 1700 feet.

Said premises are to be managed and controlled by the Conservation Commission for the promotion and development of the natural resources and for the protection of watershed resources of the Town as authorized by Section 8C of Chapter 40 of the General Laws; and for acquiring said land and for defraying all expenses for appraisals incidental thereto that the sum of \$50,000.00 be raised and appropriated; and to meet said appropriation that:

(1) The sum of \$25,000.00 be appropriated or transferred from the Conservation Fund;

(2) The sum of \$16,000.00 be appropriated or transferred from the Stabilization Fund.

(3) The sum of \$9,000.00 be appropriated from the proceeds of sale of a part of the former Town Farm land conveyed to William Holmes, et ux in 1978.

And that the Conservation Commission be, and hereby is, authorized to file, in the name and behalf of the Town, any project applications and any other plans and information with the Secretary of Environmental Affairs for par-

tial reimbursement as authorized by Section 11 of Chapter 132A of the General Laws, any such reimbursement to be deposited upon their receipt in the Conservation Fund.

(Finance Committee Approved)

ARTICLE 40. It was voted that the sum of \$20,000.00 be raised and appropriated to be deposited in the Conservation Fund, said sum not to be expended without Town Meeting Approval.

(Finance Committee Approved)

It was voted to adjourn the Annual Town Meeting at 4:45 p.m., until June 20, 1983.

A True Record: ATTEST

Bette R. Hook  
Town Clerk

SPECIAL TOWN MEETING - MAY 7, 1983

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at Abbot Middle School on May 7, 1983, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. A quorum of 157 was present.

William Kavanagh, Town Moderator, called the meeting to order at 2:00 p.m.

ARTICLE 1. It was voted unanimously that the sum of \$7,681.00 be transferred from the unexpended and unencumbered balance of Account 196, Legal Services - Hazardous Waste Siting, to Account 550 - Cemetery Superintendent Salary. (Finance Committee Approved)

ARTICLE 2. It was voted unanimously to dismiss this Article.

It was voted to adjourn this meeting at 2:10 p.m.

A True Record: ATTEST

Bette R. Hook  
Town Clerk



ADJOURNED SESSION OF THE  
ANNUAL TOWN MEETING - JUNE 20, 1983

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at Abbot Middle School on Monday, June 20, 1983, called to commence at 7:30 p.m., the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. The attendance was 255.

William Kavanagh, Town Moderator, called the Adjourned Session to order.

It was voted unanimously to amend Article 3 of the Annual Town Meeting to add to the classification system the title Police Administrative Clerk and Police Records Supervisor to be included in the category called Principal Clerk in the Personnel By-Laws.

(Finance Committee Approved)

It was voted to amend line item 121 B of Article 4 of the Annual Town Meeting - Word Processor - Town Hall - to read \$28,895.00.

(Finance Committee Approved)

It was voted unanimously to reconsider line item 147 of Article 4 of the Annual Town Meeting. It was voted to amend line item 147 - Medical Insurance - to read \$268,345.00.

(Finance Committee Approved)

It was voted unanimously to reconsider line item 701 of Article 4 of the Annual Town Meeting. It was voted unanimously to amend line item 701 - Employee Retirement - to read \$256,405.00.

(Finance Committee Approved)

It was voted unanimously to reconsider line item 122 of Article 4 of the Annual Town Meeting. It was voted unanimously to amend line item 122-Police/Fire Station expenses to read \$14,930.00.

(Finance Committee Approved)

It was voted unanimously to remove from the table line item 104a of Article 4 of the Annual Town Meeting. It was voted to amend line item 104a - Town Accountant Clerical Salary - to read \$5,282.00.

(Finance Committee Approved)

It was voted to take action on line item 109g of Article 4 which was deferred from the May 7, 1983 session. It was voted 91 to 90 (the Moderator casting the deciding vote) to appropriate \$20,000.00 for Appraisal Service in the Assessors' Office.

(Finance Committee Approved)

It was voted unanimously to create an account # 400A for Traffic Control Signals in the amount of \$1,400.00.  
(Finance Committee Approved)

It was voted unanimously to reconsider line item 408a of Article 4 of the Annual Town Meeting. It was voted unanimously to amend line item 408a - Trucks - to read \$27,693.00.  
(Finance Committee Approved)

It was voted unanimously to create an account #700a "Reserve Fund for Clerical Salary Adjustments" in the amount of \$2,065.00.  
(Finance Committee Approved)

ARTICLE 6. It was voted unanimously to dismiss this Article.

ARTICLE 14. It failed for the lack of a majority that the Town accept as and for a Town Way, Chippewa Road as laid out by the Selectmen as shown by their report and plan duly filed with the Town Clerk, said Way to be known as Chippewa Road.  
(Finance Committee Disapproved)  
(Planning Board Disapproved)

It was voted unanimously to reconsider Article 15.

ARTICLE 15. It was voted unanimously that the vote passed under this Article at the May 7, 1983 session of this Annual Meeting be and hereby is amended by adding the following: -

Sub-paragraph e of Paragraph 5.4.1 of the Sign By-Law be and hereby is amended by striking said sub-paragraph in its entirety and substituting in place thereof the following new sub-paragraph: -

"e. No permit is required for a sign in a residential district erected in accordance with the provisions of paragraph 5.4.7.1 of this by-law except as provided by paragraph 5.4.7.1.d."

ARTICLE 23. It was voted unanimously that the Housing Authority be and hereby is empowered to erect a new housing project for elderly persons and contract for financial assistance applicable to the construction of a new project for the housing of elderly persons as the Authority shall determine to be reasonably necessary and feasible.

ARTICLE 24. It was voted unanimously that the Board of Selectmen be and they hereby are authorized and empowered, in the name and behalf of the Town, to sell and convey to the Westford Housing Authority, for such sum and upon such terms and conditions as the Selectmen may deter-



mine, the Sargent School property in Graniteville, including the adjacent grounds situated between the Railroad and Church Street, said premises to be used as and for the site of a proposed project for the housing of elderly persons, hereby authorizing the Selectmen to execute, acknowledge and deliver a good and sufficient quitclaim deed of said premises and any and all other instruments necessary or incidental to the foregoing.

ARTICLE 17. It was voted unanimously that the sum of \$3,000.00 be raised and appropriated to defray the Town's share of participation in the Enhanced 911 Emergency Telephone System Program being conducted by the Greater Boston Police Council. (Finance Committee Approved)  
(Capital Outlay Approved)

ARTICLE 21. It was voted unanimously that the sum of \$3,000.00 be raised and appropriated for the installation of restroom facilities in the Museum.  
(Finance Committee Approved)

ARTICLE 29. It failed for the lack of a majority that the Town amend its Zoning By-Law and Zoning By-Law Map by rezoning from a Commercial Highway (CH) District to an Industrial Highway (IH) District a certain parcel of land located on the northwesterly side of Littleton Road, being shown on a plan entitled "Plan of Land in Westford, Mass., Owned by Harry B., Nancy A. Lamb, Compiled in Part February 17, 1983, Richard L. McGlinchey, Surveyor", and bounded as follows:

Southeasterly by Littleton Road by five courses, measuring 249.88 feet, 535.70 feet, 179.54 feet, 273.04 feet and 257.50 feet, respectively (said distance totaling 1495.66 feet);

Southwesterly by land now or formerly of Evelyn C. MacDonald 583 feet, more or less;

Northwesterly by U.S. Route 495, 1371 feet, more or less; and

Northeasterly by land now or formerly of Robert M. Hicks by five courses by a stone wall measuring 75.42 feet, 213.69 feet, 173.40 feet, 109.60 feet and 59.53 feet, respectively (said distance totaling 631.64 feet).

Said parcel containing 19.85 acres, more or less, and said contents and any or all of said measurements more or less, and however otherwise said premises may be measured bounded or described.

ARTICLE 30. It failed for the lack of a majority that the Town amend its Zoning By-Law and Zoning By-Law Map by rezoning from a Commercial Highway (CH) District to an Industrial Highway (IH) District a certain parcel



of land located on the Southeasterly side of Littleton Road, Easterly of but not adjacent to Power Road, Westford, Middlesex County, Massachusetts, and bounded as follows:

Northwesterly by Littleton Road by four courses being 254.69 feet, 89.00 feet, 120.00 feet and 75.00 feet, respectively (totaling 538.69 feet, more or less);

Northeasterly by land now or formerly of Cynthia G. Lang 200 feet;

Northwesterly by land now or formerly of Cynthia G. Lang 172.16 feet;

Northeasterly by land now or formerly of Westford Swim and Tennis Club by two courses 168.00 feet, and 173.95 feet, respectively (totaling 341.95 feet, more or less).

Southeasterly by land of Kimam Realty Trust 732.64 feet;

Southwesterly by a stone wall by land now or formerly of Edward T. Sullivan by 9 courses, measuring 41.04 feet, 22.11 feet, 75.13 feet, 11.46 feet, 145.89 feet, 26.87 feet, 86.19 feet, 151.64 feet and 52.95 feet (totaling 572.24 feet, more or less).

Containing 7.6 acres more or less and the said contents and any or all of said measurements more or less and however otherwise said premises may be measured, bounded or described.

ARTICLE 31. It was voted to dismiss this Article.

ARTICLE 32. It was voted unanimously to dismiss this Article.

ARTICLE 42. It was voted to dismiss this Article.

ARTICLE 44. It was voted unanimously to dismiss this Article.

ARTICLE 45. It was voted unanimously to dismiss this Article.

ARTICLE 46. It was voted that Article XVI, XVII and XVIII of the Town By-Laws, Plumbing Code, Gas Inspector, and Building Code, respectively, be stricken in their entirety and the two following Articles be inserted in place thereof:

ARTICLE XVI. - PLUMBING CODE

Section 1. Plumbing Inspector - There shall be a Plumbing Inspector, appointed annually by the Building Inspector during the month of June for the term of one year, or

until his successor has been appointed and qualified. To be eligible for appointment as Plumbing Inspector, the individual must be a practical plumber and must have had practical experience either as a Master Plumber or Journeyman, continuously, during five years next preceding his appointment.

Section 2. Registration and Notices. - All persons who desire to engage in, carry on or work at the business of plumbing within the Town of Westford, shall be registered or licensed by the State Examiners of Plumbers in accordance with the applicable provisions of General Laws (Ter. Ed.) Chapter 142 and the Uniform State Plumbing Code (248 CMR).

Every plumber before commencing work in a building, shall first, except in the case of repair of leaks, file at the office of the Board of Health, upon blanks provided for that purpose, a notice of the work to be performed; and no such work shall be done in any building except in accordance with plans, to be submitted, if required, which shall be approved by the Inspector of Plumbing, and a permit issued therefor.

Section 3. Fees. - Fees for all permits shall be established by the Selectmen.

Section 4. Sewage Disposal. - The plumbing of each building shall have an independent connection to a public sanitary sewer outside of the building, unless, in the opinion of the Board of Health, a separate connection is not feasible. If a public sanitary sewer is not available the sewerage shall be discharged into a cesspool or into a septic tank with an overflow into a cesspool or into a subsurface distribution system, the plans of which must be approved by the Board of Health before the connection is made. It shall be unlawful to permit or cause any waste or sewage from any building or premises to flow onto any public way, or to flow into or be discharged into any storm water pipe, culvert, or catch basin maintained or operated by the Town.

Section 5. Special Wastes and Traps. - Drainage from stables, garages, laboratories, special fixtures and kitchen shall be installed in accordance with plans approved by the Board of Health.

When liquid wastes from barns, stables manure pits and the stable yards are permitted to enter the sewer system, they shall be intercepted by a properly trapped catch basin of suitable size and design.

Section 6. Storms and Surface Water. - All roofs and paved areas, yards, courts and court yards shall be drained into the storm water drainage system but not into the



separate sewers intended for sewage only except where the storm sewer is above the area way, in which case the area may be connected with the sanitary sewer if properly trapped and approved by the Board of Health.

When drains used for this purpose are connected with the combined sewerage systems they shall be effectually trapped. One trap may serve for all such connections but traps must be set below the frost line or inside of the building. Where there is no storm sewer accessible such connections shall be discharges in such manner as not to flow upon a public way or adjoining land.

Wherever a surface drain is installed in a cellar or basement it shall be provided with a deep sealed trap and backwater valve. Drain pipes from fixtures subject to backflow from sewer shall be supplied with backwater valves.

## ARTICLE XVII. BUILDING DEPARTMENT

Section 1. Building Inspector - Salary. - The Salary of the Building Inspector shall be determined by the Selectmen.

Section 2. Relief From Personal Responsibility. - The Building Inspector or any employee charged with the enforcement of the Building Code shall not be personally liable while acting for the Town and such Inspector and employees are hereby relieved from all personal liability for any damage that may accrue to persons or property as the result of any acts required or permitted in the discharge of their official duties.

Section 3. Fees. - Except as may be otherwise provided by the General Laws or by the State Building Code, fees for all permits shall be established by the Selectmen and paid to the Building Inspector.

Section 4. Appeals. - Whoever is aggrieved by any order, decision, or interpretation of any official of the Town charged with the administration or enforcement of the State Building Code, or any of its rules or regulations, may appeal to the local Board of Appeals, as authorized by Section 126.7 of the State Building Code. The entry fee for any such appeals shall be established by said Board.

(Finance Committee Dissaproved)

(Selectmen Approved)

It was voted to adjourn the Adjourned Session of the Annual Town Meeting at 10:38 p.m.

A True Record: ATTEST

Elaine V. McKenna  
Town Clerk



SPECIAL TOWN MEETING - JUNE 20, 1983

At a legal meeting of the inhabitants of the Town of Westford, qualified by law, to vote in Town affairs, held at Abbot Middle School, on Monday, June 20, 1983 the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors. The attendance was 212 (a quorum of 157 was needed).

William Kavanagh, Town Moderator, called the meeting to order at 7:30 p.m.

ARTICLE 1. It was voted unanimously that the Board of Selectmen be and they hereby are authorized to acquire by purchase, eminent domain, or otherwise, three hundred sixty-six (366) square feet of land situated at the intersection of the southeasterly line of Chelmsford Road (Route 110) with the northeasterly line of Carlisle Road, being shown as Parcel 50A on a plan entitled "Plan of Land in Westford, Massachusetts, Showing Revised Parcel 50 and Parcel 50A Chelmsford Road and Carlisle Road, November 30, 1982", Prepared by Hastings-Murphy Associates, said premises to be used as and for and in connection with the installation of a traffic control system at said intersection; and for the purpose aforesaid, that the sum of Twenty-Five Hundred (\$2,500.00) Dollars be transferred from account #351 - Sanitary Landfill Development.

(Finance Committee Approved)

ARTICLE 2. It was voted unanimously that the sum of Eleven Thousand Four Hundred (\$11,400.00) Dollars be appropriated from the Whitney Playground Trust Fund to resurface the tennis courts at Whitney Playground, said project to be under the supervision of the Recreation Commission.

(Finance Committee Approved)

ARTICLE 3. It was voted unanimously that the sums hereinafter specified be transferred from the unencumbered and unexpended balances of the following accounts to or for the accounts hereinbelow designated:

	<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
(a)	\$6,800.00	Police Dept. Wages	Police Dept. - Operating
(b)	\$1,200.00	Fire Dept. Wages	Ambulance Wages
(c)	\$3,000.00	A/C #351 Sanitary Land Fill Development	Police/Fire Station Maintenance

	<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
(d)	\$3,552.40	A/C #134A Taxable Property Appraisals	Street Lights Acct.
(d1)	\$3,013.62	A/C #134A Taxable Property Appraisals	Traffic Control Signals
(e)	\$ 393.30	A/C #145 Insurance	Town Hall Expense
(f)	\$ 500.00	Planning Board- Engineering Acct.	Planning Board - Expense Account
(g)	\$1,448.83	A/C #145 Insurance	A/C #101 Selectmen's Office Expenses
(h)	\$ 143.49	A/C #145 Insurance	A/C #154 License and Legal Ads
(i)	\$2,500.00	A/C #134A Taxable Property Appraisals	Respite Care Program
(j)	DISMISSED		
(k)	\$1,200.00	A/C #134A Taxable Property Appraisals	A/C #220 Wiring Inspector Salary

(Finance Committee Approved)

ARTICLE 4. It was voted unanimously that the un-borrowed balance of debt authorized by vote under Article 9 of the Warrant for the Special Town Meeting held on September 21, 1982, be and hereby is rescinded.

(Finance Committee Approved)

It was voted unanimously to adjourn this meeting at 7:52 p.m.

A True Record: ATTEST

Elaine V. McKenna  
Town Clerk

## REPORT OF THE BOARD OF REGISTRARS

The Board of Registrars conducted the Annual Resident listing which resulted in the printing of Street List Books, precinct lists of registered voters, dog owner lists, alphabetical list of residents and the jury selection list for Westford residents.

Registration sessions for new voters were held for the Town Election and Town Meeting, Special Town Meetings in June and September, Special State Primary in August and Special State Election in September. A total of 7761 registered voters were listed at the close of registration for the September Special State Election: Democrats 3842; Republicans 908; and Unenrolled (Independent) 3,011.

The Board held nine sessions to register new voters, met four times to certify signatures on nomination papers (received 139 papers and certified 2145 signatures), once to certify signatures on initiative petitions (32 petitions with 353 signatures).

Meetings were also held to prepare ballot boxes for the elections, for budget preparation and clarification of street listing requirements.

Respectfully submitted,

Board of Registrars

Wilbert L. Vaughn, Chairman  
Beverly J. Dearth  
William R. Healy  
Elaine V. McKenna, Clerk



## TOWN CLERK'S REPORT ON DOG LICENSES

Licenses issued from January 1 through December 31, 1983.

715 Males	@ \$ 3.00 each	\$2,145.00
94 Females	@ \$ 6.00 each	564.00
686 Spayed Females	@ \$ 3.00 each	2,058.00
1 Kennel	@ \$10.00 each	10.00
3 Kennels	@ \$25.00 each	75.00
1 Kennel	@ \$50.00 each	50.00
		<hr/>
		\$4,902.00
Clerk's Fees (1,500 Licenses)		<hr/>
		1,125.00
Paid Town Treasurer (Receipts on file)		<hr/>
		\$3,777.00

The attention of owners and keepers of dogs is called to the following extracts from Chapter 140 of the General Laws, as amended and also the following Westford By-Laws:

LICENSE PERIOD - The time between April 1 and the following March 31 inclusive.

LICENSE AND TAGS - A person, who at the commencement of a license period is, or who during any license period becomes the owner or keeper of a dog three months old or over which is not duly licensed, and the owner or keeper of a dog when it becomes three months old during a license period, shall cause it to be registered, numbered, described and licensed until the end of such license period, and the owner or keeper of a dog so registered, numbered, described and licensed during any license period, in order to own or keep such dog after the beginning of the succeeding license period, shall, before the beginning thereof, cause it to be registered, numbered, described and licensed for such period. The registering, numbering, describing and licenses of a dog in any town shall be in the office of the clerk thereof.

The license shall be in a form prescribed by the director, upon a blank to be furnished by the county in which the town is located, and shall be subject to the condition expressed therein that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing livestock or fowls. The owner or keeper of a licensed dog shall cause it to wear around its neck or body a collar or harness of leather or other suitable material, to which shall be securely attached a tag in a form prescribed by the director, and upon which shall appear the license number, the name of the Town issuing such license and the year of issue. Such tags shall be furnished in the same manner as the license

blanks, and if any such tag shall be lost, the owner or keeper of such dog shall forthwith secure a substitute tag from the Town Clerk.

FEEES FOR LICENSES - The fee for every license shall, except as otherwise provided, be \$3.00 for a male dog and \$6.00 for a female dog, unless a certificate of a registered veterinarian who performs the operation that said female dog has been spayed and has thereby been deprived the power of propagation has been filed with the Town Clerk, in which case the fee shall be \$3.00 .

RABIES IMMUNIZATION - The State of Massachuestts required that all dogs be vaccinated against rabies at three year intervals, beginning at six months of age. A certification of vaccination as well as a rabies tag will be given to the owner of the dog by the performing veterinarian.

ARTICLE VI - Westford By-Laws - Dogs - All owners or keepers of dogs in the Town of Westford, who on the first day of June of each year, have not licensed said dog or dogs, as prescribed in Section 137 of Chapter 140 of the General Laws of the Commonwealth of Massachusetts shall be required to pay an additonal fee of not more that One (\$1.00) Dollar.

No owner or keeper of any dog shall permit such dog to run at large if unlicensed, nor shall a dog be permitted to run at large at any time between the hours of 7:00 A.M. and 7:00 P.M., licensed or unlicensed. The provision of this section shall not be intended to apply to dogs participating in any dog show, nor to "seeing eye" dogs properly trained to assist blind persons when such dogs are actually being used by blind persons for the purpose of aiding them in going from place to place, nor to any dogs being trained for or actually being used for hunting purposes.

Whoever violates any provision of this By-Law shall be punished according to the following procedure and schedule of fines, which are hereby declared to be an alternative to the procedure and schedule set forth in G. L. (Ter. Ed.) Chapter 140, Section 137A; For the first offense, not less than Five Dollars nor more than Ten Dollars; for the second offense, not less than Ten Dollard nor more than twenty-five Dollars; and for each subsequent offense, Twenty-Five Dollars.

Elaine V. McKenna  
Town Clerk

## REPORT OF THE TOWN ACCOUNTANT

In accordance with the requirement of the General Laws, there is submitted, herewith, the Annual Report of the Town Accountant. At one time during the year all bank accounts under the jurisdiction of the Treasurer were reconciled and found to be correct. The Accountant's records are open for the public.

Robert Earnshaw  
Town Accountant

### RECEIPTS - JULY 1, 1982 - JUNE 30, 1983

#### Taxes:

##### Personal Property

Prior Years	5,879.13	
Current Year	<u>138,529.43</u>	144,408.56

##### Real Estate

Prior Years	3,844.975.93	
Current Year	<u>6,713,911.12</u>	10,558,887.05

##### Motor Vehicle Excise

Prior Years	127,927.93	
Current Year	<u>241,790.70</u>	369,718.63

##### Street Betterments

Prior Years	3,643.76	
Current Year	<u>2,405.60</u>	6,049.36

##### Committed Interest

Prior Years	1,375.12	
Current Year	<u>1,123.84</u>	2,498.96

##### Tax Title & Possession

	<u>34,506.77</u>	11,116,069.33
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#### Licenses and Permits:

##### Liquor Licenses

	19,070.00
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##### Miscellaneous Licenses

Common Victualler	475.00
Sunday Entertainment & Ice Cream	772.00
Class II - 2nd Hand Cars	100.00
Class III-Junk Cars	450.00
Video Game Licenses	1,240.00
Fuel Oil Storage Licenses	294.00
Cable TV Filing Fee	100.00
Sewerage Collection Permit	15.00
Bd. of Health Permits	167.00
Stable Permits	85.00



Auction & Raffle			
Permits	220.00		
Fire Permits	33.00		
Firearms, Permits to Carry	980.00		
Firearms, Permits to Possess	220.00		
Firearms, Permits to Repair and Sell	56.00	5,207.00	24,277.00
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Court Fines		33,253.00	
Bd. of Appeals Hearing		1,950.00	
Planning Board Fees		6,234.36	
Conservation Fees		725.00	42,162.36
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Department Revenue:			
Sale of Maps & By-Laws		412.00	
Public Telephone Commission		226.89	
Personal Telephone Calls		108.40	
Resident Books, Voter Lists		365.50	
Postage, Copy Fees		61.97	
Equipment Rental		125.00	
Release Fees		52.00	
Sanitary Landfill		814.00	
Roudenbush Comm. Cntr.		16,208.77	
Town Beach		10,242.06	
Recreation Sports Regis.		4,239.00	32,855.59
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Public Safety:			
Police Accident Reports		964.20	
Fire Reports		126.00	
Building Permits		49,060.00	
State Bldg. Permits		160.00	
Gas Permits		4,940.00	
Plumbing Permits		10,285.00	
Wiring Permits		14,155.00	
Pump and Well Permits		1,292.50	
Police Photos		320.00	
Sealer of Wgts. & Measures		344.00	
Care and Destroy of Dogs		1,629.00	83,275.70
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From Other Sources:			
Insurance Refund		3,174.59	
Group Insurance Refund		5,309.00	
HUD - Unemployment Insurance		102.55	
Overpayments & Refunds		795.12	
Miscellaneous		62.40	
Forest Products		25.60	
Bike Auction		200.25	
Insurance Claims		30,076.77	39,746.28
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Reimbursements:			
Gas Co. Refunds		214.70	

Veterans Benefits	1,095.50		
Land Court Fees	1,952.50		
Restitution to Town	<u>46,302.00</u>		49,564.70
Gifts:			
Gift to Roudenbush Comm. Cntr.			17,629.80
Cemeteries:			
Opening Graves	5,060.00		
Cemetery Foundations	755.00		
Perpetual Care	3,210.00		
Sale of Lots	<u>4,725.00</u>		13,750.00
Grant from Government:			
School - PL 874			11,288.84
Grants from State:			
School			
Chapter I	38,889.00		
Title I PL 89-313	3,600.00		
Title VI PL 94-142	79,312.00		
Chapter II Block			
Grant	13,461.00		
Title I PL 94-482	11,032.00		
Computer Library			
Grant	<u>1,233.00</u>	147,527.00	
Dept. of Environment	574.88		
Ch. 58, Loss of Taxes	132.15		
Clause 41, Elderly			
Persons	20,283.98		
Ch. 70 School Aid	1,718,376.00		
Ch. 71 Trans. of			
Pupils	170,998.00		
Ch. 71A School Related			
Transportation	25,647.00		
Ch. 645, School			
Constr.	179,439.62		
Ch. 115, Veterans			
Benefits	20,918.67		
Highway Constr. &			
Maintenance	87,240.00		
Local Aid Fund	623,064.00		
Lottery	179,282.00		
Ch. 8a, Hgwy Fund	68,975.00		
Aid to Libraries	6,717.00		
Elder Affairs			
Formula Grant	<u>1,055.00</u>	<u>3,102,703.30</u>	3,250,230.30
			1,674.57
County Dog Taxes			
School Dept.:			
School Refunds		8,181.41	

Cafeteria - State	19,495.95	
Cafeteria - Federal	59,195.04	
Cafeteria Receipts	269,496.54	
Cafeteria Reimbursements	6,723.88	
Athletics and Band	10,061.75	
Computer Account	<u>80.00</u>	373,234.58
Custodian Extra Detail Revolving	8,265.00	
Police Extra Detail Revolving	49,505.38	
Library Memorial Book Fund	960.13	
Recreation Revolving	<u>136.00</u>	58,866.51
Treasurer:		
Municipal Liens	7,800.20	
Premium on Bond Sale	<u>1,503.21</u>	9,303.41
Water Department:		
Rates	288,902.38	
Services and Misc.	25,171.08	
Interest Charges	153.93	
Guar. Deposits for Services	45,784.50	
Guarenteed Extensions	49,269.99	
Water Mains - Hildreth Hills	<u>95,000.00</u>	504,281.88
Interest Received:		
Deferred Taxes	110,278.82	
Excise Taxes	2,048.23	
Tax Titles	11,527.00	
Investments	77,235.11	
Savings	836.94	
Escrow	1,104.99	
Sale of Lots	<u>2,374.50</u>	205,405.59
Stabilization Fund	<u>28,377.82</u>	233,783.41
Agency and Trust:		
Payroll Deductions		
Federal		
Withholding	1,100,127.34	
State With-		
holding	366,934.94	
County Retirement	119,021.74	
Ch. 32B Employee	181,250.62	
Ch. 32B Town	438.64	
United Fund	<u>1,866.50</u>	1,769,639.78
Cafeteria Meal Tax	302.84	
Dog Licenses	<u>3,855.25</u>	1,773,797.87
Trust Accounts:		
Library Book Trust Fund	3,371.99	
Library All Purpose Fund	2,036.83	



Library Lecture Fund	2,494.47	
Library Trustee Fund	417.81	
Perpetual Care Cemetery Fund	7,983.24	
Conservation Fund	<u>3,383.00</u>	19,687.34
Highway:		
Ch. 90 Construction		82,050.39
Tax Anticipation Loans		5,250,000.00
Revenue Cash Investments		5,350,000.00
Loans Authorized - Issued		
Water Mains - Littleton Road	25,745.00	
Water Storage Tank - Sparks Hill	<u>485,000.00</u>	510,745.00
Revenue Sharing Fund	218,727.00	
Revenue Sharing Fund Interest	<u>2,196.44</u>	220,923.44
Anti Recession Fund Interest		1.09
Stabilization Fund		<u>200,000.00</u>
Total Receipts		29,269,199.39
Cash Balance 7/1/82		721,221.28
Revenue Sharing 7/1/82		130,954.32
Anti Recession 7/1/82		32.17
Stabilization Fund 7/1/82		<u>382,736.09</u>
		<u>30,504,143.25</u>

REPORT OF THE TOWN ACCOUNTANT

EXPENDITURES - JULY 1, 1982 - JUNE 30, 1983

General Government

Selectmen

Salaries	4,900.00	
Office Salaries		
& Wages	31,616.89	
Expenses	10,044.64	
Energy Coordinator	16.74	46,578.27

Town Accountant

Salary & Wages	20,913.32	
Expenses	1,269.70	
Audit	15,600.00	37,783.02

Treasurer/Collector

Salaries & Wages	54,539.44	
Expenses	11,147.41	
Interest on Temp.		
Loans	41,806.39	
Typewriter	725.00	
Calculator	240.00	108,458.24

Assessors

Salaries & Wages	48,685.54	
Expenses	10,376.33	59,061.87

Town Aide

Salary & Wages	12,095.00	
Expenses	1,400.00	13,495.00

Town Counsel

Salary	25,996.00	
Expenses	4,487.63	
Legal Fees -		
Lawsuit	2,932.50	33,416.13

Town Clerk

Salary	10,377.20	
Wages	16,061.76	
Expenses	1,785.36	28,224.32

Election & Registration

Salaries	14,216.56	
Expenses	5,962.76	
Voting Booths	985.00	21,164.32

Municipal Buildings

Town Hall

Salary	5,560.80
Expenses	12,934.95

## Municipal Bldgs. Town Hall (Cont'd)

Copier	<u>6,195.00</u>	24,690.75
Police/Fire Maintenance		19,766.58
Energy Audit		7,122.20
Planning Board		
Salary	2,561.00	
Expenses	2,537.16	
Engineering Fees	<u>14,690.00</u>	19,788.16
Conservation Commission		
Salary	1,524.57	
Expenses	3,315.21	
Engineering Fees	<u>3,873.50</u>	8,713.28
Board of Appeals		
Salary	995.11	
Expenses	<u>826.74</u>	1,821.85
Finance Committee		
Salary	1,076.35	
Expenses	<u>222.36</u>	1,298.71
Cable TV Committee		596.50
House Numbering Committee		400.00
Personnel Board		85.00
Capital Outlay Committee		45.00
Council On Aging		5,928.00
Elder Affairs Formula Grant		1,055.00
Respite Care Program		2,500.00
Homemaking Services		637.00
Retired Sr. Volunteer Program		300.00
Merrimack Valley Legal Svcs.		600.00
License Expense & Legal Ads		1,430.16
NMAC		<u>3,464.87</u>
Total General Government		448,424.23

Public Safety

Police Department	
Salaries & Wages	659,381.24
Expenses	110,714.54
Cruisers	34,104.00
Street Marking	
Paint	1,985.00
Photo Storage Units	568.65
Riot Helmets	490.00
Radar	3,593.00
Batteries & Charger	1,000.00



Public Safety - Police Dept. Cont'd

02 Unit Demand

Valve	1,595.52	
Paint Police Sta.	<u>3,995.00</u>	817,426.95

Fire Department

Salaries

Fire Chief	23,760.00	
Firemen	27,772.72	
Firemen Standby	9,600.00	
Clerical	1,621.00	
EMT	4,200.00	
Ambulance	10,847.72	
Switchboard	<u>16,365.00</u>	94,166.44

Expenses

General	40,589.18	
Pocket Pagers	1,495.00	
Air Packs	6,075.00	
Replace		
Engine 6	<u>89,747.00</u>	137,906.18

Dog Officer

Salary	15,097.00	
Assistant	1,629.00	
Expenses	4,343.93	
Gas Heater	<u>650.00</u>	21,719.93

Inspectors

Bldg. Insp.		
Salaries	20,874.00	
St. Bldg. Insp.	1,600.00	
Bldg. Dept.		
Clerical	13,003.73	
Plumbing Insp.	5,997.00	
Wiring Insp.	8,656.00	
Gas Insp.	2,240.00	
Expenses	<u>4,499.77</u>	56,870.50

Tree Department

General	10,332.25	
New Trees	1,970.00	
Dutch Elm Control	2,954.87	
Pest Control	<u>2,760.00</u>	18,017.12

Civil Defense	975.15
Sealer of Wgts. & Measures	<u>617.60</u>

Total Public Safety	1,147,699.87
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Health Department

Salaries	3,553.95
Expenses	1,354.21

## Health Department - Cont'd

Drug Rehabilitation Program	9,701.00
Nashoba Board of Health	32,756.00
Animal Inspector	450.00
Stable Inspector	350.00
Agent to Remove Dead Animals	855.00
Nursing Services	3,845.00
Pump & Well Inspector	<u>1,166.00</u>

Total Health Department 54,031.16

## Highway Department

Street Lights	54,225.83
Traffic Control Signals	3,013.62
Snow & Ice Removal	221,886.27
Town Roads	117,081.32
Drainage	18,865.83
Street Signs	1,721.41
Sidewalks	936.26
Parks	26,185.47
Machinery & Equipment	52,661.24
Materials & Resurfacing	67,744.00
Sanitary Landfill	56,324.51
Dump Truck	32,663.00
Loader	39,947.00
Chapter 90 Construction	141,259.79
Westford Village Estates	<u>1,580.00</u>

Total Highway Department 836,095.55

## Water Department

Salaries & Wages	131,509.85
General Supplies	106,850.45
Pipe & Supplies	44,984.87
Truck	12,849.00
Water Mains	201,178.96
Storage Tank-Sparks Hill	387,492.79
Guarenteed Extensions	<u>39,492.36</u>

Total Water Department 924,358.28

## Cemetery Department

Salaries & Wages	24,117.37
Expenses	11,899.80
Truck Repair	1,500.00
Fence	1,530.70
1½ Ton Truck	10,735.00
Fire Proof File	<u>1,400.00</u>

Total Cemetery Department 51,182.87

<u>School Department</u>		
Operational	6,917,089.84	
Cafeteria	313,038.80	
Athletics and Band	40,532.60	
Federal Grants	156,326.88	
Nashoba Tech. High School	<u>398,530.00</u>	
Total School Department		7,825,518.12
<u>Library</u>		
Salaries & Wages	126,289.52	
Expenses	37,587.80	
Replace Furnace	22,630.00	
Trust Funds	<u>8,321.10</u>	
Total Library		194,828.42
<u>Parks &amp; Recreation</u>		
Recreation Department		
Salaries & Wages	21,601.08	
Expenses	29,299.92	
Capital Expen- diture	<u>11,003.69</u>	61,904.69
Roudenbush Community Center		
Salaries & Wages	41,229.82	
Expenses	5,345.00	
Expenses-Gift Account	<u>13,625.17</u>	<u>60,199.99</u>
Total Parks & Recreation		122,104.68
<u>Veterans Services</u>		
Salary	4,098.00	
Expenses	1,400.00	
Benefits	<u>21,807.26</u>	
Total Veterans Services		27,305.26
<u>Unclassified</u>		
Unpaid Bills-Prev. Year	410.00	
Group Insurance - Town	180,164.32	
Town Insurance	95,416.25	
Unemployment Contributions	40,576.70	
Town Reports	5,702.84	
Memorial Day	1,000.00	
Veterans Quarters	900.00	
Forge Village Rd. Well Field Study	6,251.80	
Historical Commission	10,225.59	
Land Acq.-Carlisle & Littleton Rd.	<u>2,500.00</u>	
Total Unclassified		343,147.50



Agency Trust & Investments

Investment Fund Securities	6,717,000.00
Federal Withholding Tax	1,105,789.52
State Withholding Tax	366,933.94
Retirement Fund	117,619.83
Group Insurance	180,164.37
United Fund	514.00
Meal Tax	302.84
Perpetual Care	3,085.00
Sale of Lots	2,370.00
Police Extra Detail	54,712.67
Custodian Extra Detail	8,270.15
Library Memorial	1,246.81
Stabilization Fund	200,000.00
Recreation Revolving Fund	59.25
County Dog Licenses	3,811.25

Total Agency Trust & Investments 8,761,879.63

State & County Assessments

County Tax	159,180.17
M.V. Excise Tax Bills	1,888.65
Pollution Control	1,880.11
State Parks	64,890.17
Elderly Gov't Retirees	1,221.29
Mosquito Control	21,101.67
Regional Transit Authority	8,182.00

Total State & County Assessments 258,344.06

Refunds

Taxes	269,125.29
M.V. Excise Taxes	5,358.07
Water	191.85
Water-Guarenteed Extensions	10,189.83
Planning Bd. - Fees	25.00
Street Betterments	175.77
R.E. Tax Interest	46.36
Building Permits	50.00

Total Refunds 285,162.17

Tax Anticipation Loans 7,750,000.00

Contributory Retirement 221,044.00

Principal & Interest on Loans 517,856.25

Total Payments	29,768,982.05
Cash Balance 6/30/83	427,249.27
Revenue Sharing 6/30/83	96,764.76
Anti Recession 6/30/83	33.26
Stabilization Fund 6/30/83	211,113.91
	30,504,143.25

HUD GRANT - FORGE VILLAGE

Balance - July 1, 1982		35,439.55
Receipts from Grant	10,000.00	
Interest Received	2,224.27	
Reimbursements	<u>250.00</u>	<u>12,474.27</u>
		47,913.82
Expenditures	42,027.62	
Returned to HUD	<u>5,886.20</u>	<u>47,913.82</u>
Balance June 30, 1983		<u>-0-</u>

TOWN OF WESTFORD  
BALANCE SHEET -- JUNE 30, 1983  
GENERAL ACCOUNTS

ASSETS

CASH:

General	427,249.27	
Fed. Revenue Sharing	96,764.76	
Anti-Recession Fed. Asst.	33.26	
Revenue Cash Investment	1,367,000.00	
Stabilization Fund	<u>211,113.91</u>	2,102,161.20

ADVANCE FOR PETTY CASH:

Library		10.00
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ACCOUNTS RECEIVABLE:

Taxes

Levy of 1970

Personal Property	225.40
Real Estate	211.00

Levy of 1971

Personal Property	280.50
Real Estate	40.73

Levy of 1972

Personal Property	194.25
Real Estate	353.73

Levy of 1973

Personal Property	---
Real Estate	---

Levy of 1974

Personal Property	---
Real Estate	1,293.66

Levy of 1975

Personal Property	1,548.78
Real Estate	---

Levy of 1976

Personal Property	2,026.23
Real Estate	---

Levy of 1977

Personal Property	918.41
Real Estate	94.02

Levy of 1978

Personal Property	1,593.03
Real Estate	---

Levy of 1979

Personal Property	1,090.99
Real Estate	---

Levy of 1980

Personal Property	1,469.01
Real Estate	6,900.12



Taxes (Cont'd)

Levy of of 1981		
Personal Property	1,282.27	
Real Estate	90,332.41	
Levy of 1982		
Personal Property	1,087.84	
Real Estate	159,405.15	
Levy of 1983		
Personal Property	31,597.24	
Real Estate	<u>461,930.69</u>	763,875.46

Motor Vehicle Excise

Levy of 1968	44.25	
Levy of 1969	12.58	
Levy of 1970	49.70	
Levy of 1971	200.35	
Levy of 1972	222.91	
Levy of 1973	9,615.07	
Levy of 1974	1,114.77	
Levy of 1975	433.16	
Levy of 1976	24,734.32	
Levy of 1977	27,983.76	
Levy of 1978	26,576.25	
Levy of 1979	27,016.62	
Levy of 1980	30,680.86	
Levy of 1981	9,383.27	
Levy of 1982	22,397.76	
Levy of 1983	<u>87,344.58</u>	267,810.21

Special Assessments

Streets

Unapportioned	39,714.94
Added to Taxes	
Levy of 1968	80.11
Levy of 1969	209.34
Levy of 1970	38.71
Levy of 1971	36.99
Levy of 1974	1,022.79
Levy of 1977	498.20
Levy of 1979	480.69
Levy of 1980	76.33
Levy of 1981	169.92
Levy of 1982	675.64
Levy of 1983	371.02

Committed Interest

Levy of 1968	14.33
Levy of 1969	55.97
Levy of 1970	13.92
Levy of 1971	1.45
Levy of 1972	12.15
Levy of 1973	57.61
Levy of 1974	74.35
Levy of 1980	32.00

Committed Interest (Cont'd)		
Levy of 1981	94.04	
Levy of 1982	223.41	
Levy of 1983	<u>255.48</u>	44,209.39
Special Taxes		
Farm Animal Excise	2,355.24	
Classified Forest Land	<u>156.61</u>	2,511.35
Tax Title and Possession		
Tax Title	114,316.38	
Tax Possessions	<u>4,588.75</u>	118,905.13
Departmental		
Highway	380.70	
Cemetery	167.00	
Veterans Services	<u>9,288.12</u>	9,835.82
State Aid for Radar		1,100.00
Water		
Rates	29,251.27	
Services & Misc.	5,725.11	
Interest	29.57	
Liens Added to Taxes		
Levy of 1972	217.62	
Levy of 1973	85.54	
Levy of 1976	154.97	
Levy of 1977	<u>152.59</u>	35,616.67
Aid to Highway		
State	251,954.62	
Chapter 765	<u>6,000.00</u>	257,954.62
Revenue 1983-84		11,467,431.97
Due for 1983-84 Approp.		
From Stabilization Fund	16,000.00	
From Conservation Fund	60,000.00	
From Revenue Sharing Fund	<u>185,334.26</u>	261,334.26
Loans Authorized		49,900.00
Overdrawn Accounts		
Federal Withholding Penalty	5,662.18	
Family Funding	57.82	
*Federal Grant PL 94-142	16,026.16	
Under Estimates 1983		
State		
Mosquito Control	799.67	
Regional Transit Auth.	<u>188.00</u>	22,733.83

Revolving Funds

Cafeteria Meal Tax	1.03	
Cemetery - Perpetual Care	677.50	
**Police- Extra Detail	<u>3,800.46</u>	4,478.99

15,409,869.40

\* Money Received 8/1/83

\*\* \$3,111.46 Received from customers of 7/2/83



TOWN OF WESTFORD  
BALANCE SHEET -- JUNE 30, 1983  
GENERAL ACCOUNTS

LIABILITIES AND RESERVES

Payroll Deductions:

State Taxes	9.52	
Contributory Retirement	11,069.70	
Group Insurance	5,114.84	
United Fund	1,630.50	
Tax Annuity	407.00	18,231.56

Overpayments

Personal Property Tax		
Levy of 1973	136.76	
Levy of 1974	10.82	147.58

Real Estate Taxes

Levy of 1973	794.74	
Levy of 1975	3,053.68	
Levy of 1976	75.49	
Levy of 1978	2,679.18	
Levy of 1979	1,114.51	7,717.60

Street Betterments

Levy of 1972	50.04	
Levy of 1973	318.44	
Levy of 1975	82.94	
Levy of 1976	229.96	
Levy of 1978	455.58	

Committed Interest

Levy of 1976	32.50	
Levy of 1977	11.89	
Levy of 1978	48.87	
Levy of 1979	129.63	1,359.85

Water

Added to Taxes 1975	180.81	
Added to Taxes 1978	49.86	230.67

Guarentee Deposits:

Water Dept. Services	4,689.47	
Water Extensions	3,702.24	
Street Dept.	17,216.85	25,608.56

Tailings:

Unclaimed Checks		6,555.15
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Gifts:

Roudenbush Community Center		19,590.42
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Trust Fund Income:		
Cemetery	38.79	
Escrow Deposit	<u>1,324.68</u>	1,363.47
Investment Funds:		
Stabilization Fund		211,113.91
Federal Grants:		
P?L? 874	24,190.31	
Chapter I	324.43	
P.L. 89-313	.05	
P.L. 94-142	299.00	
Chapter II	2,991.23	
P?L? 94-482	304.00	
Federal Energy Grant	10,516.00	
Revenue Sharing Fund	96,764.76	
Anti Recession Asst.	<u>33.26</u>	135,423.04
Revolving Funds:		
Sale of Cemetery Lots	23,227.18	
School Extra Detail	538.74	
Library Memorial Book Fund	79.80	
School Cafeteria	17,388.02	
School Athletics and Band	18,090.81	
Evening School	315.00	
Recreation	<u>382.75</u>	60,022.30
Appropriation Balances		
Revenue		
General	104,585.42	
Water		
Construction & Extensions	<u>335,153.38</u>	439,738.80
Over Estimates 1983		
State		
Pollution Control	580.32	
State Parks	3,431.56	
Special Education	8,332.00	
County		
County Tax	<u>4,729.00</u>	17,072.88
County Dog Taxes		830.00
Receipts Reserved for Conservation Comm.		564.29
Receipts Reserved for Highway		1,825.52
Reserve Fund - Ocerlay Surplus		71,547.25
Overlay Reserved for Abatements		
Levy of 1970	109.88	
Levy of 1972	221.75	
Levy of 1974	1,139.87	
Levy of 1976	2,026.23	
Levy of 1977	94.02	
Levy of 1978	1,593.03	

# Overlay Reserved for Abatements - Cont'd

Levy of 1979	1,090.99	
Levy of 1980	10,546.32	
Levy of 1981	58,671.55	
Levy of 1982	25,493.08	
Levy of 1983	<u>90,489.81</u>	191,476.51

## Revenue Reserved Until Collected

Motor Vehicle Excise	267,810.21	
Farm Animal Excise	2,355.24	
Classified Forest Land	156.61	
Special Assessment	42,849.54	
Departmental	9,835.82	
Aid to Highway	251,954.62	
Town Road Construction	6,000.00	
Tax Title & Possession	118,905.13	
Water	<u>30,696.53</u>	730,563.70

Loans Authorized - Unissued 49,900.00

Reserve for Petty Cash 10.00

Appropriation Control 11,860,446.23

## Surplus Revenue

General	1,516,339.97	
Water	<u>42,190.12</u>	1,558,530.09

15,409,869.40



TAX COLLECTOR'S REPORT  
7-1-82 TO 6-30-83

<u>Year</u>	<u>Commitment</u>	<u>Coll.</u>	<u>Abatements</u>	<u>Refunds</u>	<u>TaxTitle</u>	<u>Balance</u>
1966-73	13522.98	61.05	(284.36)			13177.57
1974-Excise	18522.48	316.80	(17935.51)			270.17
-P.P.	(117.41)					(117.41)
1975-F.A.	44.39					44.39
-Excise	25363.18	925.85	(23527.33)			910.00
-W.L.	382.36					382.36
-ASB	1197.87					1197.87
-P.P.	1546.78					1546.78
1976-P.P.	1082.46					1082.46
-F.A.	412.59					412.59
-W.L.	324.92					324.92
-ASB	160.82					160.82
-Excise	27350.33	343.22		26.40		27033.51
1977-R.E.	547.63					547.63
-P.P.	752.89					752.89
-F.A.	453.00					453.00
-W.L.	143.58					143.58
-ASB	433.44					433.44
-Excise	28447.48	349.54		26.40		28124.34
1978-R.E.	2297.00					2297.00
-P.P.	1581.97					1581.97
-ASB	1931.87					1931.87
-Excise	27683.17	1026.95				26656.22
1979-R.E.	(413.47)	605.69		605.69		(413.47)
-P.P.	149.33	20.91				128.42
-Excise	30552.71	2177.98				28374.73
-ASB	215.03					215.03
-F.A.	305.91					305.91

TAX COLLECTOR'S REPORT con'd.  
7-1-82 TO 6-30-83

Year	Commitment	Coll.	Abatements	Refunds	TaxTitle	Balance
1980-Excise	36237.01	6211.92	(46.75)	164.18		30142.52
-P.P.	1750.63	328.32				1422.31
-R.E.	73434.49	63173.86		20.52		19281.15
1981-R.E.	163948.49	78492.18				82456.31
-Excise	39530.24	8825.19	(263.15)	419.90		30681.80
-P.P.	1611.74	442.60		13.30		1182.44
-ASB	639.11	161.76				477.35
1982-R.F.	4057200.08	3702769.12	(259735.55)	149262.46	19097.52	224860.35
-P.P.	(63211.00)	5087.36	(714.14)	71032.27		2019.47
-ASB	5632.14	4623.48		751.61		1760.27
-Excise	142051.11	107720.22	(6926.30)	3243.06		30647.65
-F.A.	1043.75					1043.75
1983-Excise	338495.85	241790.70	(10823.10)	1478.13		87360.18
-P.E.	7282885.01	6716276.73	(164333.75)	48173.06		450477.55
-P.P.	173032.98	138525.26	(1931.27)	70.90		32647.35
-ASB	4126.09	2873.50	(145.92)	29.85		1136.52
	12443283.01	11083130.19	486667.13	275317.69	19097.52	1129705.86

Paula Brule  
Treasurer-Collector

TREASURER'S REPORT  
7-1-82 TO 6-30-83

Cash Balance	7/1/82	1270383.41	
Total Receipts	7/1/82 - 6/30/83	29086153.14	30354537.55
Total Payments	7/1/82 - 6/30/83	29619376.35	
Bal. on Hand	6/30/83	735161.20	30354537.55

Paula Brule  
Treasurer-Collector



TRUST FUND REPORT  
7-1-82 TO 6-30-83

TRUST FUND	PRIN.	INT. AS OF 6/30/82	INT. REC. 7/1/82-6/30/83	WITHDRAW.	DEPOSITS	BAL. 7/1/83
Perpetual Care	92480.00	22.80	8034.29	(7983.24)	4550.00	97373.85
William Wright	5000.00	3053.45	752.58			8806.03
Lyman Wilkins	1413.11	801.76	209.31			2424.18
J. Herbert Fletcher	500.00	183.77	68.63			752.40
Metcalf & Soldiers	1300.00	3405.24	418.71			5123.95
Lecture Fund	24597.40	5461.65	6641.15	(2494.47)		34205.73
All Purpose Fund	17190.08	524.77	1520.50	(78.41)		19156.94
Book Fund	7369.53	2691.28	3737.43	(3371.99)		10426.25
Library Trustees	25925.95	3106.63	3836.26	(417.81)		32451.03
Conservation	57667.45	8367.50	7025.79	(3383.00)		69677.74
Whitney Shade Tree	2500.00	3681.27	653.26			6834.53
Whitney Playground	10000.00	17166.88	2261.19			29428.07

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245943.52	48307.06	33850.13	(17728.92)	3800.00	314171.19
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PRINCIPAL & INTEREST ON LOANS

DATE	LOAN	PRIN. &		7-1-82 TO 6-30-83		BALANCE 6-30-83	
		INT. PD.		PRIN. &			
		6/30/82		INT. PD.			
		<u>PRIN.</u>		<u>7-1-82 TO 6-30-83</u>			

12/16/80	Edwards	125,000.00	65,000.00	30,000.00	30,000.00
6/16/84	Beach		13,255.58	3,750.00	1,875.00

2/08/81	Oak Rd.	20,000.00	10,000.00	10,000.00	-----
8/08/82			1,550.00	310.00	-----

		145,000.00	75,000.00	40,000.00	30,000.00
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5/01/72	Westford	4,620,000.00	3,095,000.00	305,000.00	12,200,000.00
11/01/86	Academy		1,551,587.50	64,507.50	114,680.00

1/15/69	Robinson	1,175,000.00	780,000.00	60,000.00	335,000.00
7/15/88	School		444,009.00	16,425.00	44,662.50

		5,795,000.00	3,875,000.00	3,650,000.00	1,555,000.00
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PRINCIPAL & INTEREST ON LOANS con'd.  
7-1-82 TO 6-30-83

<u>DATE</u>	<u>LOAN</u>	<u>PRIN. &amp; INT. PD.</u>		<u>PRIN. &amp; INT. PD.</u>		<u>BALANCE 6-30-83</u>
		<u>6/30/82</u>	<u>PRIN.</u>	<u>7-1-82 TO 6-30-83</u>	<u>7-1-82 TO 6-30-83</u>	
4/15/70	Francis Hill	2,360,000.00	191,000.00	15,000.00	30,000.00	
10/15/84	Standpipe		109,281.25	2,343.75	1,875.00	
9/01/56	Pur. Water	2,810,000.00	261,000.00	10,000.00	10,000.00	
3/01/84	Co.	104,806.00		520.00	260.00	
12/15/83	Sparks Hill	485,000.00	-----	-----	485,000.00	
12/15/92	Water Tank		-----	-----	170,918.75	
7/28/83	Littleton	25,745.00	-----	-----	25,745.00	
1/28/88	Rd. Ext.		-----	-----	5,477.90	
		1,027,745.00	452,000.00	25,000.00	550,745.00	
			214,087.25	2,863.75	178,531.65	

Paula Brule  
Treasurer-Collector



## REPORT OF THE BOARD OF SELECTMEN

### Overview

In 1983 the Board continued to make changes in its operating procedures and implemented improved methods of departmental and municipal supervision.

### The Board

After 6 years as a dedicated member of the the Board, Chairman Richard S. Emmet, Jr. chose not to run for re-election. Geoffrey D. Hall was elected, and David R. Earl was re-elected, to three year terms. At the organizational meeting, Robert P. Tierney was elected Chairman, Avis S. Hooper Vice-Chairman, and Geoffrey D. Hall Secretary.

### Tributes

The Board extends sincere appreciation and gratitude to all the citizens and employees who provided support for the Town during the year. Special commendation is due to Dick Emmet for his years of skill, dedication and diplomacy as a Board member and as the Board's representative to countless committees and organizations. Chief Joseph R. Connell celebrated 20 years of dedicated service as the Chief of Police, and early in 1984, George R. Pomeroy submitted his resignation after 4 years as a skillful and thoughtful Director of the Roudenbush Community Center.

### Municipal Management

A new Computer Study Committee comprised of Thomas Mace, Don Pacini, Mary Eve Miller, Judith McEnaney, Gunars Zagars, James Conlin, and Paul Alphen examined the data processing needs of many Town departments. The committee solicited proposals for two data processing projects which assisted the Assessors in entering an agreement for the automation of their office, with future plans for an automated financial management system. And, the Board negotiated an agreement and purchased personal computers that will provide word processing, records processing and resident/voters list processing for many departments and committees. (This report was prepared on one of the computers.)

Other progress was made in the area of increased efficiency through interdepartmental cooperation: a department-wide typewriter service contract was purchased; a study of the telephone system in all departments should lead to improved service to the public and cost savings during 1984; and the Selectmen's Meeting Room was converted to a common area for use by all boards, committees and departments.

### Policies and Procedures/Goals and Objectives

The Board has continued to develop a comprehensive set of written policies and procedures for procedural and supervisory matters. The Board adopted policies for the licensure of restaurants serving alcoholic beverages; the transfer or pledge of liquor licenses; liquor license revocation and suspension hearings; public amusement licenses; dangerous dog complaints; insurance for municipal

contractors; and the procedures for establishing agendas for and conducting meetings of the Board. The Board also amended its policy regarding the licensure of automatic amusement devices and has had to answer a complaint in court filed by a video game operator impacted by the Board's amusement device policy.

After a year of review and revisions, the Board adopted and distributed an Appointed Committee Handbook that describes the duties and procedures of appointed boards. Anyone who would like additional copies is encouraged to contact our office.

It was necessary to exercise our quasi-judicial role during the year. In addition to holding dozens of license and permit hearings, two dangerous dog complaints and one liquor license violation adjudications were held during the year. In the latter, the board suspended a retail package goods license for three days.

The Board met with each department head to continue the process of the annual review and adoption of Goals and Objectives. This process will help steer the management of the Town in a more effective and efficient manner, a necessary objective during these financially difficult Proposition 2-1/2 years.

#### Public Safety

The Board enjoyed a cooperative year with the Police union and spent considerable time discussing the matter of Special Police appointees with Chief Connell. The Board and the Chief have agreed to institute the entry-level psychological screening program and appoint an appropriate number of part-time "permanent intermittent" police officers. The Board worked with the Chief on the establishment of formal traffic and parking rules and regulations. After the unfortunate Graniteville train derailment in August, the Board drafted emergency communications procedures and appointed an Emergency Advisory Committee.

The Fire Department continues to operate smoothly under the direction of Chief George Rogers. The report of the Fire Needs Study Committee is due in 1984.

The Highway Department, under the supervision of George Wyman, continued to provide excellent service and exemplary snow removal. The Board engaged in collective bargaining with the highway union and entered into a two year agreement; with minimal assistance from labor counsel, and with the cooperation of the union and George Wyman. A study committee was established to address the best methods to transfer solid waste to the NESWC disposal facility; now due to open in early 1986. The Route 110 and Boston Road traffic control signal installation project should materialize in 1984, and the Board has met with Chelmsford and Littleton selectmen to initiate a long-term analysis of the impact of planned and projected developments along and near Route 110.

#### Building Department

Faced with a steady and significant increase in construction



activity, in addition to the call for increased attention to code enforcement, the Board created a Building Commissioner Study Committee. As a result, in October Austin R. Fitzsimmons was appointed as the Town's first full-time building commissioner. Joseph Guthrie and Nicholas Basinas stepped down after years of dedicated part-time service to the Town.

#### Affirmative Action

As part of the Board's on-going Affirmative Action Program, the Board appointed the Executive Secretary as the Fair Housing Director and Contracts Compliance Officer. A seminar was held for all department heads regarding the proper implementation of the program, and the Board appointed a Fair Housing Committee comprised of: Kenneth Kelley, Geoffrey Hall, Ruth Ashley, Phyllis Chase, John Doucette, Mildred Hart, Robert MacInnis, Lorraine McElroy, Mary Smith, Roy Smith, Cecile Stefanski, and Leslie Thomas. Tuesday mornings have been set aside for the receipt of fair housing complaints.

#### Appointments

Ann Bennett, formally of the School Department, was appointed as the Board's Senior Clerk, and, with the Planning Board, appointed C. Thomas Paul and Howard Kelly to unexpired terms on the Planning Board. Based on the recommendations of the Executive Secretary and Town Counsel, the Board re-established the list of "regular" and "special" municipal employees for purposes of the Conflict of Interest Law.

The Board is in the process of rejuvenating the Sewage Advisory Committee to follow up cooperative discussions held with Chelmsford, and many other appointed positions were filled with old and new faces.

#### Miscellaneous

The municipal insurance program has been a topic of constant discussion; an ad hoc committee provided timely advice to the U.S. Post Office regarding the location of a new post office; the Town was ordered to pay a substantial judgment in a 1978 firefighter injury claim; and, in the capacity of the Local Licensing Authority, over twenty-two thousand dollars was collected and delivered to the Town.

Robert P. Tierney, Chairman  
Avis S. Hooper, Vice-Chairman  
Geoffrey D. Hall, Secretary  
David R. Earl  
Ronald H. Johnson



## REPORT OF THE BOARD OF ASSESSORS

Events in 1983 bore out a pre-conceived impression, that assessment in Massachusetts is a constantly changing process. Several legislative acts, passed during the year, both ameliorated and reinforced the original 2½ and 100% valuation laws. Among the most significant was a change from two years to three for recertification. This change was particularly beneficial to Westford as it allowed us a little more time to correct some of the errors mentioned in last years report and put in place a good, comprehensive updating program. As most of you know, we are engaged in an in-house computer programming effort. With pleasure, it can be said, at this time, that preliminary results look great! The purpose of this project is to provide a systematic, economical and most importantly, equitable assessment program.

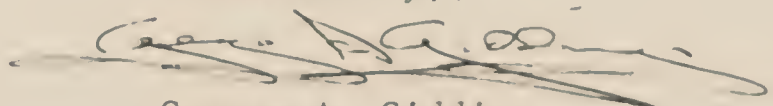
Another legislative change allowed us to provide approximately \$180,000.00 in additional levy beyond the 2½ limitation through "new" construction. It appears that an even higher amount will be available for the coming fiscal year.

With the approval of Town Meeting, we were able to raise the income and asset limitations for the elderly by adopting Cl.41B in place of Cl. 41. There was some concern about Cl. 41B escalating the number of applicants. However, this proved to be a needless fear. The number of applicants actually declined. Approval of Cl. 37A in place of Cl. 37 allowed the blind exemptions to increase by \$62.50.

While on the subject of exemptions, again be reminded that receipt of fall tax bills triggers the application process. Do not delay!

Closing on a personal note, thanks are extended for great cooperation from not only the office staff but also all Town employees and officials, and last but not least, you, the taxpayers. Without the assistance, freely given, this job would be impossible.

Submitted by, .



George A. Giddings  
Assistant Assessor  
for the  
Board of Assessors  
Willis Buckingham, Chairman  
Janis Ackerman  
Judith McEnaney

REPORT OF THE BUILDING COMMISSIONER

Permits Issued.....598

Monies Turned Over to Treasurer in 1983.....\$66,945.85

Dwellings	178
Foundations	5
Wood Stoves	83
Chimneys	1
Garages	59
Solar Collectors	10
Razing	5
Gazebo	1
Pools	28
Siding	10
Trailers	1
Additions	121
Barns/Horse Shed	3
Storage	26
Radio Tower	1
Tents & Rides	2
CATV System	1
Industrial	6
Childs Fort	1
Screen Houses	2
Business Additions	3
Restaurant	1
Retail Shop	1

I wish to take this opportunity to thank all the Town Departments and the residents of the Town of Westford for the help and cooperation given to me in the short time I have held the position of Building Commissioner.

I am looking forward to next year with the hope of cooperation in the area of compliance with the Town Zoning By-Laws, specifically illegal storage of junk cars and unregistered cars and trucks. I also expect the sign by-law to be complied with.

The office hours are 8:30 AM to 4:30 PM, Monday thru Friday. If we can assist anyone, do not hesitate to call 692-7621. We are here to serve you.

Respectfully submitted,

Austin R. Fitzsimmons  
Building Commissioner

REPORT OF THE PLUMBING INSPECTOR

Plumbing Permits Issued.....450

Fees Collected in 1983.....\$11,478.00

40% of these fees are returned to the Town.

I would like to take this opportunity to give my personal thanks to everyone who helped me in the past year, especially the employees of the Building Department.

Respectfully submitted,

Robert Matley  
Plumbing Inspector

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REPORT OF THE ELECTRICAL INSPECTOR

Electrical Permits Issued.....473

Fees Collected in 1983.....\$15,635.00

40% of these fees are returned to the Town.

We have had a very busy year, with 178 new homes and all other types of additional electrical work. This department is self supporting as in the past. I want to express at this time my appreciation to all involved for another successful year.

Respectfully submitted,

Dennis P. Kane  
Electrical Inspector



REPORT OF THE GAS INSPECTOR

Gas Permits Issued.....335  
Monies to Treasurer in 1983.....\$5,210.00

I would like to thank all connected with the Building Department and the Fire Chief for another successful year. I would also like to thank my assistant, Robert Matley, for his able assistance.

Respectfully submitted,

Chester H. Cook, Jr.  
Gas Inspector

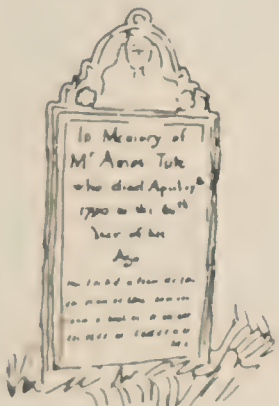
## CEMETERY DEPARTMENT

As time passes, the appearance of our four cemeteries shows a marked improvement since the Commissioners inaugurated a program of beautification three years ago.

Favorable weather conditions have encouraged the growth of the many new trees, shrubs and plants so that the effect of better landscaping is obvious.

Town water is now piped into Fairview Cemetery, our largest, oldest and most active. The hand pump with an uncertain supply of water will be kept as a memorial to the past. It is expected that the water system will be extended to most areas.

FUGIT HORA - Facts and statistics indicate, in no uncertain terms, that with the continued rapid growth in population of Westford, suitable land in a desirable area must be secured for a new cemetery.



A common engraving on many of our old slate grave markers reads "Fugit Hora," or "Time Flies." A cemetery is "forever." The time now is opportune to provide a suitable resting place for future generations. In another decade or so, there will be little available space in Fairview. The burial of Abram Wright, the first, was in 1702; since then the area of this "yard" has been increased four times.

An addition was purchased in 1873 for \$100 per acre. The area bounded by Main Street and Tadmuck Road was purchased in 1937 for \$1,000. Further expansion of Fairview could have been done, almost doubling it in area, for \$1,800. It's now too late.

In 1974, the only available adjacent space was sold for a housing development. Westford's loss!

## CEMETERY DEPARTMENT -2-

The grout on a section of granite wall on Fairview, constructed in 1937, is on our schedule for repairs.

Additional plantings at Wright Cemetery, established in 1836, are to be made. The grass and trees are to receive additional care and fertilizer this season.

ORIGINAL NAME - The old cemetery of 1.7 acres at the fork of Concord Avenue and Cemetery Road, established in 1761, was originally called the West Burying Ground. This is where many of our earliest families are interred, including the family of Col. John Robinson. An outstanding Revolutionary leader, he led 130 Westford men to Concord Bridge; later he was second in command at Bunker Hill.

At the turn of the century, it was thought more "euphonious" to replace the original name with "Westlawn." Historians and others now feel that the name, West Burying Ground, should be reinstated.

The number of burials will continue to rise as the population expands and grows older.

### Burial Statistics

<u>Calendar Year</u>	<u>In ground</u>	<u>Cremations</u>
1983	33	1
1982	32	2
1981	37	2
1980	34	5

LEST WE FORGET - Memorial gifts and funds are most gratefully received and are tax deductible. Proceeds from these gifts are usually for special purposes and are carefully monitored.

In recent times, the Department has been grateful for: Asphalt drive at Hillside, given in 1968 by Richard Rice; the fibre glass flagpole at Fairview in 1980 by a Westford family; many donations for trees, shrubs and flowers over the years; granite base for the D.A.R. memorial at West Burying Ground in 1968 by Barretto Brothers, -- and more.

Our new superintendent, Robert L. Armstrong, has performed admirably since his appointment Jan. 1, 1983. His suggestions have been most valuable. John W. Anderson, contractor for excavating graves for the past 25 years, is most co-operative and thoroughly dependable.

### CEMETERY COMMISSIONERS

Brian L. Vaughn, Chr., Gordon B. Seavey, Kristin Szylvian



## Dog Officer's Report for 1983

Complaints	1941
Calls for information	123
Leash Law violations	973
Lost Dogs	213
Dogs picked up	249
Dogs returned	142
Dogs Destroyed	76
Dogs found homes for	7
Dog bites	39
Cat bites	2
Trips to Veterinarian	26
Dogs Struck by Cars	14
Trips to schools	67
Trips to Ayer Court	43
Reimbursement from County	\$1520.00

I wish to thank the Board of Selectmen, Assistant Dennis Courchaine, Albert Picking, the Police Department, Dog Officers from other Towns, the Town Clerks, for there assistatance and Cooperation.

Lost or missing dogs, Most of them seem to have just happend to get away, Please License and Tag your dogs to help me help you.

Respectfully Submitted

*William C. Mac Millan*

William C. Mac Millan  
Dog Officer

## REPORT OF FIRE DEPARTMENT CALLS - 1983

Ambulance .....	510
Requests for ALS .....	70
Assistance .....	42
Boiler Problem .....	6
Box Alarms:	
Trouble .....	135
False .....	65
Tests .....	127
Brush & Grass .....	49
Building .....	11
Car & Truck .....	28
Chimney .....	17
Downed Wires .....	10
Electrical Problem .....	15
False (Telephone) .....	7
Fire Drills Schools Recorded .....	21
Gas Leak .....	6
Gas Grill .....	1
Gasoline Pump .....	1
Machinery .....	4
Motorcycle .....	1
No School Signals .....	1
Non-Permit Fires .....	23
Oven .....	3
Rescue:	
Boat .....	6
Child .....	2
Vehicle .....	5
Requests for Divers .....	2

Smoke Investigation .....	21
Station Standby (Storm) .....	4
Train Wreck .....	1
Truck Standby .....	3
Wash Down .....	8
Water Problem .....	72
Agricultural Burning Permits .....	42
Domestic Burning Permits .....	724
(1/1 - 5/1)	
Various Other Permits .....	63
Fire Alarm Inspections:	
26F (Resale) .....	197
26B (New Construction) .....	205
Oil Burner Inspections .....	56

#### MUTUAL AID

##### TO:

Chelmsford .....	1	(Ambulance)
	1	(Brush Truck)
	1	(Fire Company)
Groton .....	2	(Fire Company)
Littleton .....	2	(Fire Company)
Lowell .....	1	(Fire Company)
Tyngsboro .....	1	(Fire Company)

##### FROM:

Chelmsford .....	3	(Engine #5)
	1	(Eng. #1 - Foam)
Bedford AFB .....	1	(Foam Truck)
Billerica .....	1	(CD Lighting Unit)
Groton .....	1	(Tanker)
Littleton .....	1	(Ambulance)
	1	(Foam)
Red Cross Disaster		
Unit (Lowell) .....	1	



WESTFORD AMBULANCE FUND, INC.

STATEMENT OF REVENUE COLLECTED & EXPENSES PAID

FOR THE YEAR ENDED JUNE 30, 1982

REVENUE COLLECTED

Membership Dues	12
Donations	2,974
Memorial	4,536
Interest Income	9,653
Annual Drive Fund	<u>10,252</u>

<u>TOTAL REVENUE COLLECTED</u>	<u>27,427</u>
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EXPENSES PAID

Bond Insurance	30
Office Supplies & Equipment	307
Professional Fees	477
Postage	131
Misc.	<u>655</u>

<u>TOTAL EXPENSES PAID</u>	<u>1,600</u>
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<u>EXCESS OF REVENUE COLLECTED OVER EXPENSES PAID</u>	<u>\$25,827</u>
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## Westford Housing Authority

The Westford Housing Authority respectfully submits its Annual Report to the citizens of Westford:

Annual elections held on May 3, 1983 voted Lorraine McElroy into office to fill the 3-year unexpired term and Mary Smith to fill the 5-year vacancy.

Our present officers are as follows:

Mary Smith, Chairman  
William MacMillan, Vice Chairman  
Lorraine McElroy, Treasurer  
Shirley Anderson, Asst. Treasurer  
Felix Perrault, State Appointee

Our greatest achievement and goal for this past year was the acquisition of the Sargent School building. We attended many meetings with the Selectmen and were successful in receiving a unanimous vote at the June 20th re-convened Town Meeting of two articles on the Town Warrant: one, to empower the Housing Authority to build subsequent elderly housing and two, to have the title of the Sargent School transferred to us for additional elderly housing units. Executive Office of Communities and Development (EOCD) Family Housing Coordinator Kathryn Kasch and EOCD Staff Architect King Harvey viewed the property in March and were greatly impressed with the possibilities this building could provide for low-income elderly housing.

During the year Authority members attended several meetings including the CTI Housing meeting, HUD meetings, NAHRO Board Members Educational Seminar, Selectmen meetings, as well as served on the Town's Fair Housing Committee.

Our projects completed this year were painting of traffic and parking road signs and lines, removal of dead trees and branches, painting of all outside woodwork on all buildings, replaced two hot water tanks, and started a 3-phase landscaping project with the planting of several shrubs. We were allotted matching funds for a Spring Clean-up program and received monies from several organizations and individuals. We sincerely thank these contributors for making it possible for us to accomplish these projects.

Our Board Member from "day one" of the Housing Authority, Reginald Blowey, retired from the Authority in May of this year when his term expired. A dinner and plaque were given showing our appreciation of all his years of sincere dedication to a worthwhile cause.

Our energy audit was completed in November and we will be requesting funds to follow through on some of the recommendations for saving energy. Another phase of the landscaping will be done and we will be working with ECCD regarding the Sargent School project and the possibility of a rehabilitation project regarding two apartment buildings.

The residents hold regular monthly Tenant's Organization meetings. They enjoy many activities of their own as well as taking part in those of other organizations.

Through the help, concern, and interest of many of our Town Departments and organizations, life at the Elderly Housing is richer and more rewarding. In behalf of the residents, we thank all of you for your kindness, sharing, and thoughtfulness.

Respectfully submitted,

Edith M. Lowney  
Executive Director



## BOARD OF HEALTH REPORT

The past year involved expansion of the Board of Health from three to five members. The Board was organized in May. Charles G. Colburn, M.D., was elected Chairman, Charles A. Menzie, Vice-chairman, and Carolyn E. Chochrane as Secretary. The other two members of the Board are Charles Landino and Mark W. Mulligan. Josephine A. Pioli served as the Board Secretary.

The Board's Secretary's hours were expanded from 10 to 20 hours per week to provide additional coverage in the office. The office is open from 8:00am to 1:00pm. In addition, the Board Secretary attends all regularly scheduled evening meetings.

The number of regularly scheduled Board meetings were increased from once to twice per month. The Board now meets the second and fourth Mondays of the month, at 7:00pm.

Due to the concern over the adequacy of response to nuisance complaints, the Board has assigned responsibility for following up on nuisance complaints to a specific Board member. The responsibility rotates on a quarterly basis. In addition, a nuisance complaint file is maintained and the situation is adequately resolved.

The Board experienced its first year implementing the Groundwater Protection By-Law. The hazardous material registration requirements by local industry were generally satisfactorily met. However, the response to underground tank testing was poor. The Board will make an extra effort this year to insure compliance with the tank testing regulations.

The performance of the Board's health agent, Nashoba Associated Boards of Health (NABH), was assessed for the previous year. The assessment involved input from developers, residents, the school system, federal agencies, and Board experience. The resultant report concluded that:

1. NABH is as good as its assigned inspector. Michael Graf, the current inspector, is doing a good job. However, some inspectors have been less effective. The performance of NABH should be re-evaluated when Westford gets a new inspector from NABH.
2. The past year has shown improvement over previous years. Active in-

volvement on the part of the Board members (e.g. following up on nuisance complaints) will help ensure that quality service is provided.

3. Overall performances of NABH was judged to be satisfactory. The current review did not consider the issue of "cost effectiveness".

The Board has been planning and preparing for a Health Fair. The Fair will be held April 7, 1984. Fifteen (15) health screenings and fifteen (15) health exhibits will be offered.

A major issue facing the Board on the coming year concerns development of marginal land. The Board will be considering measures to ensure prudent development.

The Lowell Visiting Nurse Association (L.V.N.A.) continues to provide nursing service to the town. Projects that have been conducted by the L.V.N.A. are pre-mature infant follow-up clinics, flu vaccine clinics for the elderly and chronically ill, pre-school immunization clinics, and special clinics involving Mantoux and lead testing.

The Lowell based agency SHARE, has continued to provide counseling services under contract to the Board. These services are provided through the schools, as well as at SHARE offices.

The Board of Health would like to acknowledge the outstanding performance of the Roudenbush Community Center for its operation of the Well-Child Program when it was discontinued by the NABH.

ANNUAL REPORT - 1983  
WESTFORD BOARD OF HEALTH

PUBLIC HEALTH NURSING ACTIVITIES

1983

Public health nursing activities continued to be provided on a contractual basis by the Lowell Visiting Nurse Association. The contract is for ten hours a week. The duties of the Town Nurse include: follow-up on communicable diseases, tuberculosis testing and follow-up, coordination and implementation of recommended programs, visits to infants of low birth weight, and involvement in community education and screening programs.

HEALTH MAINTENANCE PROGRAMS:

Programs are offered to assist persons in behavior modification concepts of weight control, hypertension and smoking, incorporating group support and habit awareness.

COMMUNICABLE DISEASE PROGRAM:

Investigational reports were completed on those diseases that are reported by law, i.e., tuberculosis, salmonella and shigella.

Approximately two hundred flu shots were administered and ten TB exams were given.

Respectfully submitted,

Patricia Williams, RN



## NASHOBA ASSOCIATED BOARDS OF HEALTH

The Nashoba Associated Boards of Health is a unique public health agency, founded in 1931, which serves you through your Board of Health. In 1983, Nashoba provided the following services:

### Nashoba Nursing Service

The Nashoba Nursing Service is a certified home health agency which provides home health care in 14 of Nashoba's 15 member towns. Many of our services are covered by Medicare, Medicaid, Blue Cross, and other health insurance. The Nursing Service also offers public health nursing services in 10 towns. Services in 1983 include:

	Nashoba District	Westford
Well Adult Clinics		
Number of clinics	104	*
Number of attendees	3292	*
Board of Health Visist	1426	*
Skilled Nursing Visits	7512	*
Physical/Occupational Therapy	1854	*
Speech Therapy Visits	107	*
Home Health Aide Visits	10127	*
Home Health Aide Hours	20909	*

\*These services provided by Lowell VNA

### Medical-Social Work Services

Nashoba has a medical-social worker and a social work assistant available to assist residents requiring information, referral assistance, and direct counseling. In addition, a number of support groups are run by Nashoba's Social Work Staff. A new thrust, wellness, began in 1983. A series of support groups and programs for people seeking to enhance their state of well-being will begin early in 1984. During 1983, the following services were given:

	Nashoba District	Westford
Visits	689	79
Consultations	1225	39
Support Groups	52	

Dental Health

Nashoba's School Dental Health Program offers cleaning, screening, and fluoride treatment to students in Grades 2, 5, and 8. A screening program is held for Kindergarten and Grade 3; Grade 4 has an educational program. During 1983 the following children were served:

	Nashoba District	Westford
Eligible Students	7061	1127
Number Participating	4477	558
Number Referred to Dentist	1087	162

Environmental Health

Your Board of Health is charged with enforcing State Environmental and Sanitary Codes. Nashoba's Environmental Health Staff serves as the agent for your Board in this important function. In 1983 Nashoba performed the following:

	Nashoba District	Westford
Food Service Inspections	326	56
School Surveys	69	8
Well Inspections/Samples	1003	157
Bathing Beach Inspections/Samples	446	42
Nuisance Investigations	396	59
Housing Inspections	358	21
Camp Surveys	60	8
Other Inspections	120	14
Public Drinking Water Samples	293	-
Sewage Disposal System Inspections	4566	783

Rabies Clinics

Nashoba traditionally has offered rabies immunizations for dogs. In 1983, a portion of the clinic was designated for cats. Emphasis is being placed on having cats immunized against rabies.

	Nashoba District	Westford
Number of dogs/cats immunized	673	61

J. David Naparstek  
Director of Public Health

Gentlemen:

I am pleased to submit herewith my annual report as Superintendent of Streets, Parks and Landfill.

The following work was done by the Highway, Park and Landfill Departments during 1983 and 1984.

#### Snow and Ice Removal

This year 2,500 tons of salt and 5000 yards of sand were used on the streets in town.

The following are the major times the Highway Department were out for storms:

December 3	Snow	Sanded
December 4	Snow 7"	Salted & Plowed
December 12	Freezing Rain	Salted & Sanded
December 19	Snow	Salted
December 22	Snow 6"	Salted & Plowed
December 24	Snow	Salted & Sanded
December 28	Freezing Rain	Salted & Sanded
January 2	Snow	Salted & Sanded
January 7	Freezing Rain	Salted & Sanded
January 10	Snow 5"	Salted & Plowed
January 11	Snow 10"	Salted & Plowed
January 13	Snow	Salted & Sanded
January 14	Snow 3"	Salted & Plowed
January 18 & 19	Snow 5"	Salted & Plowed
January 24	Freezing Rain	Salted & Sanded
January 29	Snow	Salted & Sanded
January 30	Snow	Salted & Sanded
January 31	Snow 7"	Salted & Plowed
February 5 & 6	Rain to Snow 1"	Salted & Sanded
February 28	Snow - Sleet 3"	Salted & Plowed
March 5	Snow to Rain 1"	Salted & Sanded

#### Town Roads

This year 1,173 tons of bituminous concrete and 1,755 tons of stone and gravel were used on Town Roads.

Wages for all streets that were resurfaced under materials were taken out of the Town Roads Account.

Regular maintenance under this account were the cleaning of catch basins and manholes, cleaning drainage ditches, cutting brush, repairing guard rails, patching, sweeping, picking up trash along road sides. Graveling and grading all town gravel roads, installing berm, cutting and clearing trees from the roadways during and after storms.



### Sidewalks

A section of sidewalk was resurfaced on Main Street.

### Landfill

This year the work at the Landfill consisted of; excavating, hauling of fill and covering the materials coming into the Landfill.

Because of added construction in Town, the quantity of materials coming into the Landfill this past year has greatly increased.

### Materials

The following streets were resurfaced with asphalt and treated stone:

Carlisle Road	Bit. Conc.	4,400 sq. yds.
Depot Street		25,036
Tyngsboro Road		25,162
Plain Road		8,000
Coldspring Road		10,044
West Street		15,659
Griffin Road		9,668
St. Mary Drive		6,234
Graniteville Road		2,880
River Street		7,612
Crown Road		6,482
Castle Road		2,201
King Pine Road		2,990
Forrest Road		7,247

### Chapter 732 Acts of 1981

The contract on Groton Road consisted of; installation of drainage, placing of gravel shoulders and paving of said road with bituminous concrete.

The drainage was installed in the Fall of 1983 and the bituminous concrete laid in the spring of 1984.

### Drainage

Lowell Road	50' of leach pipe	1 catch basin
Depot Street		1 catch basin
Frances Hill Road	40' of 42" culvert pipe	
North Street	50' of 12" pipe	1 catch basin
West Street	30' of 12" culvert pipe	
Forrest Road	250' of 15" culvert pipe	
Carlisle Road	200' of 8" leach pipe	
Tenney Road	200' of 12" pipe	1 catch basin
Lillian Road		1 catch basin

### Park Department

This year the Whitney Playground, Town Commons Monuments, Library, and Graniteville, Forge Village, Nabnasset and Parkerville ball parks were limed and fertilized. All shrubbery was trimmed and the grass cut and raked.

For Memorial Day, geraniums were placed on the Town Commons and on the monuments.

The Town Beach in Forge Village was maintained by the Park Department throughout the summer. Sand was hauled into the Edwards Beach and Forge Village Beach. The road into Edwards Beach was graded and calcium chloride was spread on it to keep the dust down.

The infield at the Forge Village Ballfield was dug out and stone dust will be hauled in this spring.

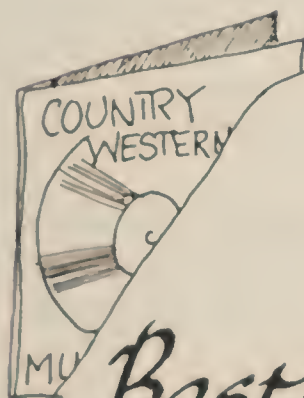
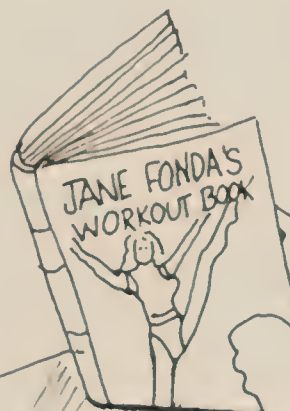
### Chapter 90 Construction

Another section of Groton Road was completed in the Spring of 1983. The work consisted of; Blasting of ledge, installation of drainage, cutting trees, removal of stumps, excavating, placing gravel foundations, grading and paving of said road with bituminous concrete and other incidental work.

Respectfully,

George W. Wyman  
Superintendent of Streets

# J. V. Fletcher Library



*Bestselling Library Services  
For 1983*





# Creating Wealth

## APPROPRIATIONS & EXPENDITURES, FISCAL YEAR 1983

### RECEIPTS

Salaries, Operating and Capital Budgets:	
Town Appropriation	\$178,278.00
State Aid Incentive Grant	6,717.00
TOTAL APPROPRIATED	<u>\$184,995.00</u>

### EXPENDITURES

Salaries & Wages	\$126,289.52
Books	16,759.33
Standing Orders/Reference	3,898.05
Magazine Subscriptions	2,183.90
Records/Cassettes	762.47
Micro-products (Periodicals on microfiche)	295.95
Binding	101.75
Library Supplies	1,494.97
Office Supplies	618.26
Janatorial Supplies	578.82
Repairs (Equipment & Facility)	847.85
Bookmobile	218.34
Bookmobile Insurance	553.00
Program Publicity	377.91
Professional Dues	67.00
Conference/Travel	166.81
Postage	662.48
Oil	2,724.86
Electricity	2,967.78
Telephone	2,245.07
Water	63.20
	<u>\$163,877.32</u>
Capital Project: Furnace Replacement	22,630.00
TOTAL EXPENDED	<u>\$186,507.32</u>
TOTAL OVEREXPENDED	<u>\$ 1,512.32*</u>

\* Bid proposals for the furnace replacement and ductwork extension were above the allocated amount of \$12,000. Therefore, a transfer from the Reserve Fund was made in the amount of \$4,000., and Library's State Aid Incentive Grant allocation was transferred to the Capital Account to cover the overage.

## Megatrends

The loaning of library materials to Town and Commonwealth residents is a primary function of a public library and an increasingly popular service. In 1983, the Fletcher Library circulated 104,672 books, paperbacks, magazines, records, cassettes, pre-school learning aids, and framed prints. This reflects a 7% increase over 1982, and a 40% increase over the past five years!

Over 2,500 Westford residents used the Library's free family passes to local and Boston museums. The museum passes are donated by the Westford Junior Women's Club, the Friends of the Library, and the Fletcher Library's Trust funds that are managed by the Board of Trustees.

A new loan service at the Fletcher Library enables Westford residents, age 14 and older, to borrow an instant camera for one week. Use of the cameras is free under Polaroid's "Check This Out" Program to public libraries, however borrowers must supply their own film. The Library currently has three cameras for loan. Due to the popularity of this new service, users are encouraged to reserve a camera well in advance of the time for which it is needed.

The Library's meeting rooms were more popular than ever and now must be reserved in advance. Town committees and organizations are encouraged to use the Mary Atwood Lecture Hall and the Judy Proia Story Hour Room for their special events and meetings. Use of the meeting rooms is free -- the only requirements are that the organization be non-profit and the meeting or event must be open to the public.

## Everything And More

Programs for children are always "bestsellers". The most popular on-going program for children is the Pre-school Story and Activity Hour which over 300 pre-schoolers attended in 1982. The Summer Reading Club, which featured Big Foot this year, had 200 members and over 1,600 children enjoyed the summer activities that included puppetry, storytelling, mime, folksinging, movies, games and crafts.

The adult book discussion series entitled "In Search of Utopia" was very well attended. It was funded through a grant from the National Endowment for the Humanities and included five books which were read and discussed during the fall. Due to the success of this program, the Library Staff hopes to bring another book discussion series to the Fletcher Library in the Fall of 1984.

A new service for adults, age 16 and older, provides tutoring in basic reading skills. Through a federal grant sponsored by Literacy Volunteers of America and the Massachusetts Board of



Library Commissioners, the Fletcher Library is now able to address the problem of functional illiteracy that plagues 1 in 5 Americans. Library Staff and Community volunteers have been trained to assist any adult with improving his/her reading skills. Tutor services are FREE and available at a time convenient to the tutor and the student. The Program is run in strict confidentiality and the student's rights to privacy will be upheld and secured.

## **In Search Of Excellence**

This year the Library launched into Phase I of its Library Automation Project which will span three years of capital expenditures. Phase-I has funded the conversion of the Library's paper files on library materials to machine-readable (Marc) format. Library users will notice "zebra-striped" barcodes appearing in the back of Fletcher Library books and red dots on the spines of these converted materials. Phases II and III will automate the circulation transactions at the Service Desks, and ultimately provide terminals for patrons to rapidly and efficiently search the Library's collection.

How does this benefit library users and Westford taxpayers? Let us count the ways:

1. Provides prompt access and greater use of library resources.
2. Automatically identifies materials that have been returned which have been reserved by others.
3. Automatically prints overdue notices and bills for all materials not returned.
4. Automatically updates patron files and provides more detailed information on active and inactive borrowers.
5. Provides Westford residents with automatic access to the holdings of local public libraries such as Chelmsford, Lowell, Dracut, Andover, No. Andover, Lawrence, Haverhill, Methuen, Reading, Hamilton, etc. Any book requested from another library is then sent via the Regional Delivery System to the requesting library so that Library users need only travel to their town library to pick it up. Interlibrary loan will be much more efficient and timely.
6. Eliminates additional staffing requirements which would be necessary to continue to operate the current manual circulation system. The cost savings from not having to hire additional staff is estimated at \$35,300.00, annually.
7. Instantaneously updates circulation records to alert staff to chronic delinquent borrowers at the Circulation Desks before library materials are checked out and lost as irretrievable overdues.



8. Enables the Library to monitor the loan of materials for classroom assignments so that these books are available to more students.

9. Calculates statistics on collection use so that Staff can better develop the library collection based upon user needs and areas of high interest.

10. Enables the Library to participate in cooperative book purchasing with other local libraries so that more varied titles can be acquired with less duplication of purchases. Also, larger percentage discounts on books can be realized with group purchasing discounts from publishers which means more books for your tax dollar.

11. Enables the Library Staff to meet the needs of the serious researcher, businessman and High-Tech professional who need access to specialized bibliographic databases and automated information retrieval. Public libraries must try to serve this large and growing segment of our Town's population whose information needs are technical, bio-medical, financial, etc.

12. The computerized library network will improve accessibility to the Library's collection by making accurate and complete information immediately available to the inquirer. The Town of Westford has a considerable investment in its Library's collection. Automation will enhance the value of this investment by at least 20%, by providing wider circulation of library materials amongst Town residents. (The value of the Fletcher Library's collection is currently estimated at \$1,274,000.00.)

The Library has maintained the same level of staffing since 1979, although circulation of library materials has increased 40%, with a future projected increase of 10% annually. Town growth and increasing service demands are resulting in reductions in the quality of library services to users and costly back-logs in book processing and circulation control. Overdue notification and retrieval are running two months behind the actual due date on library materials. Library staff are unable to devote enough time to collection maintenance which is essential if library users and staff are to be able to locate needed books on the shelves. Therefore, it is essential that the Fletcher Library continue to implement the Library Automation Project begun in FY1984, and replace the more costly and less efficient manual system before additional personnel costs are incurred. There is no affordable manual system to respond to this growth pattern. Only an automated circulation control system can keep pace with increasing service demands.

In conclusion, there is no way to achieve the quality of information access and library services that will be demanded by the public without automating. Libraries must move away from a

"warehouse" function to a public service/information access role.

## **Voice Of The Heart**

The difference between adequate and quality library services is made up by Community groups and private citizens who donate their time and funds to enhance public library services. Volunteers, both adults and children, donate over 17 hours weekly to the Library. The Fletcher Library Staff and Trustees would like to take this opportunity to formally thank the following Community groups for their continued interest in and contributions to library services:

THE FRIENDS OF THE FLETCHER LIBRARY have funded the following services and purchases through their membership dues and used book sales:

- Family Pass to the Aquarium
- New Book Drop
- Complete renovation of the Judy Proia Story Hour Room
- Stuffed animals for the pre-school story hours
- 3 window air-conditioners
- Printer for the office microcomputer

THE WESTFORD JUNIOR WOMEN'S CLUB has continued funding of the very popular family pass to the Boston Children's Museum, and provides trained tutors for the Library's Adult Literacy Program.

THE WESTFORD GARDEN CLUB continues to beautify the Library Service Desks, and once again decorated the Library for the winter holiday season.

THE WESTFORD MUSEUM was most thoughtful and generous this year in providing the Library Children's Room with a beautifully decorated Christmas tree from their "International Trees of Christmas" Program. The trees were donated to the Museum by the Westford Elementary Schools' P.T.O.'s, and the decorations and ornaments were made by the Elementary School children of Westford under the direction of their art teachers.

## **Remembrance**

The Library and Westford Community was deeply saddened this year at the passing of Mrs. Judy Proia. Judy had been an active member of the FRIENDS OF THE LIBRARY Executive Board for the past five years before succumbing to cancer this past July. The newly renovated pre-school story hour room was dedicated in her honor and bears a plaque identifying it as the Judy Proia Story Hour



Room.

Judy's family and friends donated funds for a "Raised to Read" resource collection which will aid adults in teaching young children to read and better understand their environment. This special collection is housed in the Room on new shelving which was also funded by Judy's friends and family. Funding was also provided to annually update and enhance the Library's cancer collection and information. The Library speaks for the Westford Community in thanking the Proia Family and friends for these living remembrances to a very special Friend, Judy Proia.

**Changes**

Report of the Fletcher Library Trustees  
Calendar Year 1983

Trust Funds Management:  
Receipts from Interest

\$9437.57

Expenditures:

1. Programming, Adult & Children's	\$1988.93
2. Books and library materials	2601.46
3. Museum passes	625.00
4. Insurance, Fine Arts Collections	624.00
5. Safe Deposit Box, annual rental	95.00
6. Staff Continuing Education	228.16
7. Equipment:	1876.31
a. Phonograph for Story Hours (\$203.44)	
b. Ceiling fan for Children's Room (222.87)	
c. Microcomputer & software (1450.00)	
<u>TOTAL EXPENDED</u>	<u>\$8038.86</u>

Trust Fund Activity:

The Trustees transferred \$4,000.00 (four thousand dollars) from interest to principal in the Lecture Fund. This transaction is in keeping with the 1982 Trust Management Fiscal Policy which stresses preservation of capital investments (8/24/83).

The Trustees accepted a gift of \$1,000.00 (one thousand dollars) in memory of Mrs. Judy Proia. This sum is to be included in the principal amount of the Book Trust Fund with accrued interest expended on books to update the Library's cancer collection. (11/1/83).

Three years ago the Library Board of Trustees instituted a management policy based on achieving annual goals and objectives which has proved to be effective beyond its yearly accomplishments. Management by objectives has given the Board a focus; a way to approach policy decisions and disperse trust monies. Setting annual goals and objectives helps merge Trustee



responsibilities in a cohesive way which gives direction to long-range planning.

We are, indeed, ready to progress with major library plans in 1984/85, because of the groundwork of these past three years. Three years ago we began "to get our house in order". Initially, we established Trustee Bylaws and compiled Trustee manuals. Later on we established quarterly Trust Management Reports and instituted a Capital Preservation Policy.

In 1983, we submitted formal recommendations for revising Library job descriptions in conjunction with an adjusted wage/salary classification schedule which is now before the Town Personnel Board. During this same year, we began Town-wide mailings of Library Latest, a Library newsletter apprising Westford residents of what their Library is doing and about what it is planning to do.

With these goals realized, the Board of Trustees now turns its attention to improving library services and restoring/expanding the Library building itself. The Board envisioned combining both major projects in FY1985 to maximize the success of each.

Improvements in library service are already underway with Phase II of the Automation Project. We anticipate that a completely automated circulation/reservation/overdue system will be functioning by 1985. At that time Westford residents will be able to find, reserve and request materials, all on a computer terminal. Staff members will access each day's reserves, overdues and circulation statistics via an automatic daily print-out. Moreover, more staff time will become available for personal assistance with reference questions and research. This Project will allow the Library Staff to "catch up" and stay ahead of annual increases in library use.

Plans for a building expansion/renovation project are being defined, and the Board will soon be setting objectives for accomplishing this very necessary building program. A Building Expansion Committee will soon be assembled to help identify the important considerations in such an historic undertaking.

The Board acknowledges the difficult goals it has set for itself, but it does so knowing that the tremendous desire and pride that Westford citizens have for their Town Library will motivate all of us to succeed in this goal.

Mary Ann Finnegan, Chairman  
Nancy Russo  
Richard Joy  
Lisa Dagdigian  
James Healy, Jr.  
Dorothy Swanson

## REPORT OF THE POLICE DEPARTMENT

ARRESTS.....	329
COMMITMENTS.....	14
FINGERPRINTS, TAKEN FOR CITIZENSHIP.....	3
FINGERPRINTS, TAKEN FOR EMPLOYMENT.....	7
FINGERPRINTS, TAKEN FOR FIREARM LICENSE.....	133
FINGERPRINTS, TAKEN FOR OTHER.....	3
FINGERPRINTS, TAKEN FOR PEACE CORPS.....	1
FINGERPRINTS, TAKEN FOR SCHOOL CHILDREN.....	1579
LICENSES, SUSPENDED.....	118
FUNERAL ESCORT.....	36
PROTECTIVE CUSTODY.....	58
RESTRAINING ORDERS SERVED.....	25
SUMMONSES SERVED.....	396
V.I.N. CHECKS.....	29
	<u>2741</u>

## INCIDENTS INVESTIGATED

ACCIDENTS, INDUSTRIAL.....	4
ACCIDENTS, MOTOR VEHICLES.....	582
ACCIDENTS, RECREATIONAL VEHICLES.....	2
ACCIDENTS, TRAIN.....	1
ALARMS, BURGLAR.....	683
ANIMAL COMPLAINTS.....	61
ANIMAL/MOTOR VEHICLE COLLISION.....	54
ARSON.....	6
ASSAULT, AGGRAVATED.....	20
ASSAULT, NOT AGGRAVATED.....	18
BOMB THREAT.....	1
BREAKING AND ENTERING, ATTEMPT.....	17
BREAKING AND ENTERING.....	78
BUILDINGS FOUND OPEN.....	151
BY-LAW VIOLATIONS, BURNING WITHOUT PERMIT.....	8
BY-LAW VIOLATIONS, LEASH LAW.....	16
BY-LAW VIOLATIONS, ILLEGAL PARKING.....	17
BY-LAW VIOLATIONS, ILLEGAL SIGN.....	1
BY-LAW VIOLATIONS, IMPEDING SNOW REMOVAL.....	35
BY-LAW VIOLATIONS, JUNK CARS.....	9
BY-LAW VIOLATIONS, LOAM REMOVAL.....	1
BY-LAW VIOLATIONS, PUBLIC DRINKING.....	2
BY-LAW VIOLATIONS, SOLICITING WITHOUT PERMIT.....	7
BY-LAW VIOLATIONS, UNFENCED POOL.....	1
CALL BOXES.....	4
CHILD ABUSE.....	1
DISORDERLY CONDUCT.....	56
DISTURBANCE.....	433
DOMESTIC DISTURBANCE.....	78
ELECTION LAW.....	1
ESCAPEE.....	1

EXTORTION.....	1
FIREARMS VIOLATIONS.....	59
FIREWORKS VIOLATIONS.....	37
FIRES.....	210
FORGERY.....	3
GAME LAW VIOLATION.....	1
GENERAL SERVICE (PUBLIC).....	545
GENERAL SERVICE (OTHER POLICE AGENCIES).....	210
HEALTH HAZARD.....	84
INDECENT EXPOSURE.....	7
INJURY TO PROPERTY.....	313
KIDNAPPING.....	1
LARCENY, ATTEMPTS.....	11
LARCENY, OVER \$200.00.....	60
LARCENY, \$50.00 TO \$200.00.....	110
LARCENY, UNDER \$50.00.....	86
LARCENY, MOTOR VEHICLE.....	21
LIQUOR LAW VIOLATION.....	31
LOST CHILD.....	5
MEDICAL EMERGENCY.....	400
MISSING PERSON.....	22
MOTOR VEHICLE, ABANDONED.....	9
MOTOR VEHICLE, DISABLED.....	558
MOTOR VEHICLE, VIOLATION.....	303
NARCOTIC DRUG LAW VIOLATIONS.....	17
POSSESSION OF DANGEROUS WEAPON.....	3
PROPERTY FOUND.....	144
PROPERTY INSECURE.....	22
PROPERTY LOST.....	44
PROPERTY RECOVERED.....	61
PROWLER.....	52
RAPE.....	1
REPOSSESSION.....	4
ROBBERY, ARMED.....	1
RUBBISH DISPOSAL.....	44
SAFETY HAZARD.....	241
STOLEN PROPERTY, POSSESSION OF.....	1
SUDDEN DEATH.....	5
SUICIDE.....	1
SUICIDE, ATTEMPT.....	1
SUSPICIOUS MOTOR VEHICLE.....	270
SUSPICIOUS PERSON.....	196
TELEPHONE HARASSMENT.....	47
TELEPHONE OBSCENITY.....	25
TRAFFIC HAZARD.....	138
TRESPASSING.....	64
TRUANCY.....	1
VENDOR LAW VIOLATION.....	2
	<u>6821</u>

COURT DISPOSITIONS

A.S.A.P. PROGRAM.....	66
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COMMITMENTS.....	19
DISMISSED.....	57
FILED WITHOUT FINDING.....	20
GUILTY.....	1194
NOT GUILTY.....	39
ABANDONMENT OF A MOTOR VEHICLE.....	1
ALLOWING IMPROPER PERSON TO OPERATE.....	3
CARRYING PASSENGER ON MOTORCYCLE WITHOUT HELMET.....	1
COUNTERFEIT INSPECTION STICKER.....	2
FAILED TO COVER LOAD.....	2
FAILED TO DIM HEADLIGHTS.....	3
FAILED TO DISPLAY REGISTRATION PLATE.....	1
FAILED TO KEEP RIGHT.....	39
FAILED TO NOTIFY CHANGE OF ADDRESS.....	5
FAILED TO OPERATE WITHIN MARKED LANE.....	5
FAILED TO REPORT ACCIDENT.....	9
FAILED TO SIGNAL TURNING MOVEMENT.....	4
FAILED TO STOP FOR POLICE OFFICER.....	17
FAILED TO STOP FOR RAILROAD CROSSING.....	3
FAILED TO STOP FOR SCHOOL BUS.....	3
FAILED TO USE CAUTION STARTING OR STOPPING.....	1
FAILED TO YIELD FOR EMERGENCY VEHICLE.....	1
FAILED TO YIELD RIGHT OF WAY.....	25
FOLLOWING TOO CLOSE.....	3
GIVING FALSE NAME TO POLICE.....	1
ILLEGALLY ATTACHING REGISTRATION PLATES.....	15
ILLEGAL USE OF STUDDED TIRES.....	8
LEAVING SCENE OF ACCIDENT.....	23
MINOR TRANSPORTING ALCOHOLIC BEVERAGE.....	13
MOTOR VEHICLE HOMICIDE.....	1
NO CHILD RESTRAINT.....	1
OPERATING AFTER REVOCATION OF LICENSE.....	17
OPERATING AFTER SUSPENSION OF LICENSE.....	8
OPERATING MOTORCYCLE WITHOUT EYE PROTECTION.....	1
OPERATING MOTORCYCLE WITHOUT HELMET.....	2
OPERATING MOTOR VEHICLE SO AS TO ENDANGER.....	26
OPERATING MOTOR VEHICLE WITHOUT HEADLIGHTS.....	8
OPERATING UNDER THE INFLUENCE OF ALCOHOL.....	99
OPERATING UNINSURED MOTOR VEHICLE.....	29
OPERATING UNREGISTERED MOTOR VEHICLE.....	45
OPERATING WITH DEFECTIVE EQUIPMENT.....	9
OPERATING WITH IMPEDED VISION.....	1
OPERATING WITH TOO LITTLE TIRE TREAD.....	7
OPERATING WITHOUT AUTHORITY OF OWNER.....	5
OPERATING WITHOUT INSPECTION STICKER.....	153
OPERATING WITHOUT LICENSE.....	57
OPERATING WITHOUT LICENSE IN POSSESSION.....	16
OPERATING WITHOUT REGISTRATION IN POSSESSION.....	14
PASSING WHERE PROHIBITED.....	36
POSSESSION OF ALTERED LICENSE.....	2
POSSESSION OF STOLEN INSPECTION STICKER.....	2
RACING.....	2
RECKLESS OPERATION.....	4

SPEEDING.....	979
STOP SIGN VIOLATION.....	98
SPINNING TIRES/OBJECTIONABLE NOISE.....	10
TOWING UNREGISTERED MOTOR VEHICLE.....	1
	<u>1821</u>

## WESTFORD RECREATION COMMISSION

In 1983 the newly expanded Recreation Committee offered 14 activities for both the youth and adults of the town.

Projects that were completed this year include: new dock at the Edwards Beach, new scoreboard for the gym at the Abbot School, lights for the basketball area in the Graniteville Park, and the construction of two new fields in the Parker Village complex.

Tasks that have been started and are expected to be completed are the repair of the tennis courts at both Graniteville and Roudenbush, lights for the basketball and tennis area at the Old Nabnasset School, and the final preparation of the two new fields in Parker Village to be ready for use in the spring of 1985.

The Commission, which meets every 2nd and 4th Monday of the month in the Selectmen's office at 8:00 PM, welcomes your ideas and comments concerning the Town's recreation programs.

### ADULT RECREATION

#### MENS SOFTBALL: (FAST PITCH)

This seven team fastpitch division played Monday, Wednesday, and Thursday evenings along with Sunday afternoons. The season was culminated with playoffs and a championship series. First place for the second year in a row was captured by Bryants with 17 wins and 7 losses; Bryants also won the playoffs with an exciting series with the Red Line Junction.

Director: Nigel Oughton

#### MENS SOFTBALL: (SLOW PITCH)

The over 30, slow pitch division, had 89 players divided into a 6 team league. Games were played at the Forge Field on Tuesday and Friday evenings.

Powerhouse Westford Travel, regular season 19 and 6, gave way to the second place finisher Franco Club in a tremendous 5 game final series. Westford Anodizing, Westford Auto, Parents Market, and the Fletcher Club rounded out the league.

Director: Ed Donnelly

#### MENS BASKETBALL:

The league ran a successful season with a four team roster.



Westford Travel came away with top honors. Games were played Wednesday and Thursday evenings at the Abbot Gym. Participation in this program is limited to men over 30 years of age who live or work in Westford.

Director: Steve Loughlin

#### MENS BASKETBALL: (OPEN)

This activity runs Monday evenings from 8:00 to 10:00 PM at the Abott Gym. It starts in October and continues thru April while school is in session. It is open to all who desire informal basketball as an exercise program.

#### WOMENS SOFTBALL:

This league enjoyed another succesful season playing all of its games at Westford Academy. Six evenly matched teams competed in 1983 and provided some interesting games. First place was captured by the Red Line Resturant.

Each team maintained approximately 15 players. Games were played Tuesdays and Wednesdays during May, June, and July.

Director: Marie St Gelais

#### WOMENS VOLLEYBALL:

This program was conducted on Tuesdays from 8:00 to 10:00 PM at the Abott Gym. This is a non-structured group that includes members of varing interests and abilities. The emphasis is on good exercise and fun. More than 30 women signed up for this activity and although attendance was not required, a sizable group attended each week. The program is open to all women who live or work in Westford. There is no age requirement.

Director: Marilyn Gloyd

#### MENS VOLLEYBALL:

This activity continues to be a popular way to get some exercise on an informal basis. The program runs October thru April on Friday evenings at the Abott Gym from 8:00 to 10:00 PM, when school is in session. About 15 to 20 participate on a weekly basis.

Director: Paul Murray

### YOUTH PROGRAMS

#### BASEBALL:

Over 500 boys and girls, ages 7 thru 15 participated in the baseball league. They made use of several fields throughout the town from April thru July. More than 75 managers and coaches volunteered their time to make this program possible.

Umpires were certified during a four session pre- season school, that was held at Westford Academy and conducted by Bill Arrington and Bob DeFillippi.

A refreshment stand at Graniteville was the major fund raiser and supported the cost of trophies, which were awarded at the end of season banquets. Special thanks to Cindy Micavich who organized the stand and donated many hours to make it run smoothly.

Last year, the addition of girls softball to the program was met with a great deal of enthusiasm. Pete and Bev Dunigan were responsible for the change and the operation of the new program.

The WYBL Board of Directors who administered the Baseball-Softball program include: Bill Arrington, Judy Ramirez, Sharon Labbe, Dick Leaver, Paul Hillcoff, Bob DeFilippi, and Dennis Peloquin.

#### SOFTBALL: (YOUTH)

This was a trial program of summer softball for boys and girls ages 9-12. Fifty-five children enrolled in the program, which ran from July 21 to August 25. Participants were assessed a \$4.00 fee, the proceeds of which went to the Town of Westford. Since teams were outfitted with surplus caps and used existing equipment normally in storage during summer months, the program incurred no cost to the town.

Players were assigned to teams on a geographical basis to keep friends together and to facilitate transportation. Rosters were deliberately made large to compensate for expected absenteeism caused by vacations, camp, etc. Consequently, there were three teams (boys and girls integrated) each of which played 8 games. All games were played at the Graniteville ball park.

A key goal of the program was to provide a low key, minimum-pressure playing atmosphere for the participants, and the consensus was that this goal was successfully realized. This program appears to be viable and will again be offered in 1984.

Director: Paul Hillcoff

#### FOOTBALL:

This team completed their eleventh year in the Wachusett Pop Warner Football League.

Thirty-three boys and twenty-six girls between the ages of 11 and 13 participated in this program.

The Lions finished the season with a record of 7 and 2 and the division championship for the second year in a row. In a hard

fought playoff game held in Westford, the Lions lost to Leominster 22 to 8. However, it was certainly a successful season and much credit is due to both the players and cheerleaders alike.

The season culminated with a banquet where players were awarded trophies and certificates.

Coach: Russ Carlson

#### TRACK:

The seventh season of track was a very successful one. The summer program, which was held Monday and Wednesday from July 11th thru August 25th, provided instruction and competition in track and field events for 120 youngsters.

The children were instructed in warming up exercises and in the proper methods for competing in running events (50 yd dash, 100, 200, 440, 880, and mile) and also field events (long jump, high jump, and softball throw). An intramural meet was held at the end of the summer with each participant choosing two of their favorite field events. Each competitor was awarded a ribbon for their effort.

Director: Karen Bacon

#### WRESTLING:

The wrestling squad had its fourth successful season in 1983. The team had an impressive showing as a member of the Merrimack Junior Wrestling League. Again, many former wrestlers from Westford Academy supported this program by coaching during the season.

Coach: Kevin McCusker

#### BASKETBALL (YOUTH)

This past year the league was comprised of 300 boys and girls in the 9-14 age category. In the junior division, ages 9-11, there were 4 girls and 12 boys teams; while in the senior division, ages 12-14, there were 4 girls and 14 boys teams.

The cost of the program was \$8.00 per participant which included a shirt. The season consisted of one practice and one game per week over a 12 game season plus a play off structure. The season normally extends from December thru March, but extended into April last year due to Easter and numerous snow cancellations.

Director: Don Porteous

#### SUMMER PROGRAMS

#### BEACHES:

Again this year from late June thru Labor day the beaches at



Forge Pond and Edwards operated seven days a week from 10:00 AM to 6:00 PM with qualified life guard protection.

The swim program, which ran from July to early August, had 415 youngsters enrolled in a successful Red Cross swim program conducted in three seperate two week sessions by Red Cross instructors. Courses taught included toddlers, basic beginners, intermediates, swimmers, and two life saving sections; basic and advanced.

The required life guard protection included two guards on duty at both locations. Life guards were certified in advanced life saving, CPR, and first aid.

Director: William Barnett

#### SUMMER PARKS:

Robinson, Frost, Cameron, Graniteville, Nabnasset, and Parker Village were the scenes of this years summer recreation arts and crafts program. Between 150 and 200 youngsters took part in this activity.

Director: John Morris

#### ACKNOWLEDGEMENTS

Special thanks to all the volunteers and parents who actively contributed to the success of these programs by serving as managers, coaches, boosters, administrators, and officials. Thank you for your time, energy, and expertise.

Westford Highway Department and Clayton Dearth

Westford School Department

A.F.S

Lions Club

V.F.W. Post #6539

Roudenbush Community Center

U.S. Army Corps of Engineers, Ft. Devens /Jim Main; Project Manager

#### RECREATION COMMISSION

Paul Murray	Chairman / Projects
Thomas Stiling	Vice Chairman/ Mens softball
Mary Hill	Secretary/ Administration
Donald Porteous	Treasurer/ Youth Basketball
William Barnett	Beaches/ Projects
William Bryant	Football/ Mens Softball
Greg Boyce	Maintenance/Projects
Paul Hillcoff	Baseball/ Youth softball
Judy Ramirez	Baseball/ Administration
John VanLeeuwen	Track/ Projects



# Roudenbush Community Center

## Report of the Committee

Ellen Harde, Chairman    Peggy Martinson  
Bert Russo, Vice Chair    Bob Ferreira  
Barbara Landino, Sec.    Denny Wood  
Mary Jo Cassidy

In its eighth year of operation, the Roudenbush Community Center continued to grow in two important areas: the numbers of programs and services available with increased numbers of residents taking advantage of those services; and the financial stability of the Center as a viable income producing enterprise.

### PROGRAMS

In the area of programming, registration and income increased by over 50% from the previous year. Under the able guidance of Program Director Jerri Buffo, the Program Committee has added classes and trips for every age. Scholarship money made available by the Roudenbush Associates allowed several families to take part in programs which they otherwise would not have. The rental use of the building grew by 20% with Aerobics adding Kicks for Kids and Saturday sessions. We were sad to lose Diet Workshop, which had met weekly in the building since 1974.

In November, the Roudenbush voted to assume responsibility for the administration of the gymnastics program at the Center which has been run by the Lowell YWCA. Thanks to the initiative of Director George Pomeroy and the cooperation of Assistant Superintendent of Schools John Crisafulli, we will be able to use the schools' gymnastic equipment, saving a major capital expense. Joy Hayes of Westford has been named administrator of the program which will begin in the spring of 1984.

Increasing requests for use of Roudenbush on weekends led to a study of the financial feasibility of staffing the building on Saturday and Sunday, and offering weekend programs which would generate enough income to cover staff costs. The implementation is scheduled for fall of 1984.

### PERSONNEL

Bob Doherty joined the staff as head maintenance man in January and we have been reaping the benefit of that decision all year. Many of the repairs and improvements on the building (see the next page) have been done as low cost thanks to Bob's carpentry skills. During the summer months Bob had the additional responsibility of supervision of CETA workers for whom the Roudenbush was their worksite. Much of the building was painted, and falling plaster ceilings replaced in two rooms.



The Playgroup now has Susan Burke and Judy Chu as full time staff members. Both were familiar faces to the children, having been subs in the Playgroup previously.

#### CAPITAL IMPROVEMENTS

There is always something which needs to be fixed in an eighty-seven year old building, and the Town is fortunate indeed to have the Roudenbush Associates, Inc. pay all the bills for the Center's capital needs. Using funds raised from gifts, the publication of the Westford Directory, and The Auction, the Associates expended over \$18,000 on the building this year.

Major expenditures include:

- installation of new thermostatic valves on every radiator \*
- building a wind break at the south entryway \*
- insulating and heating The Cave \*
- replacing all exterior lights with sodium units \*
- repair of leaks in the slate roof
- installation of three sinks for the preschool
- purchase of furniture and toys for preschool, snowblower, mimeograph machine

The following items were donated to the Roudenbush by good friends:

- new low wattage light fixtures for halls, classrooms, offices \*
- lighting of the outside sign
- piano for Room 2 from Kimberly Dearborn

\* recommended in 1981 energy audit of the building

#### PRESCHOOL

From a one room operation mornings from 9:00 am to 11:30 am, the Children's Center has grown to fill all four rooms on the second floor of the building for both morning and afternoon sessions. This year 136 children were enrolled in the program.

New staff members in the fall of 1983 included Bella Guilmartin and Diane Sparks of Westford, and Carol Maguire of Concord. Bella is the teacher of our class for special needs children, which is run through a contract with the Westford School Department Special Education office.

An extended day program now provides care for children from 9 am through the afternoon session one day a week, and a grant from the Department of Education provided training for teachers in screening for delayed language development. Both of these additions to the program were initiated by Children's Center Director Donna Cormier.

#### HEALTH SERVICES

The renovation of the first level area into examining rooms in 1978 allowed many health services in the town to be centralized at Roudenbush. The Well Child Clinic and the PAP testing are offered each month, and staff from Centre Counseling meet with clients weekly. In addition in 1983 Town Nurse Pat Williams is available one day a week to do lead testing, TB tests and take blood pressure for any Westford resident, and on a monthly basis, hearing and hearing aid testing is done by Fred Gerulskis. At the request of the American Cancer Society, we offered



a one day screening for cancer of the colon, and working with the Red Cross, our summer Bloodmobile generated forty-seven pints of blood.

LONG RANGE PLANNING

As programs and preschool expand, the Roudenbush needs to look to the future and prioritize our goals. A mailing to every resident during the year asked for input, and 4% of those who received the questionnaire returned it. To better understand what kind of changes we might make to better utilize space, in November architect Michael Ingram of Manchester, NH was retained to present drawings to the committee in spring, 1984. The Roudenbush Associates offered to pay Mr. Ingram's fee.

FINANCIAL REPORT

The net cost of the Roudenbush to the town was \$30,000 in a year when the Center became a \$150,000 a year operation.

Income:		
Preschool tuitions	\$ 41,470	
Program registration	48,010	
Playgroup	10,480	
Town appropriation	46,580*	* offset by \$16,200 rental
Roudenbush Associates	<u>8,330</u>	income to general fund
	\$ 154,870	

Expenses:	
Salaries -	
Director, Clerk, Maintenance	(41,230)
Preschool staff	(31,650)
Playgroup staff	(7,110)
Program Dir. and instructors	(21,450)
Operating -	
Utilities	(10,980)
Supplies & maintenance	(3,400)
Preschool supplies & exp.	(4,310)
Program expenses	(16,380)
Capital expenditures	<u>(18,360)</u>
	(154,870)

THANK YOU

- To Denny Wood, who served on the committee until December.
- To friends who serve on our subcommittees including Laura Troisi and Rosemarie Koester on Program, Barbara Wrobel on Long Range Planning, Terese Heslin and Pat O'Brien on the School Board and Truda Wilson on the Service Committee.
- To the Water Department and their backhoe, without which we would not have the entryway or the outside sign lighting.
- To Pat McElman of the Booktique who sponsored our Book Fair.
- To the Associates: President Rick Kendall, Jack Viera, Gretchen Williams, Lorraine McElroy, Muriel Drake, Tom Benaroch, Marty Souza, Marlene Switzer, Fran Cooper, Andrew Kusmin, Ellen Harde and Jane Reeve.
- To the staff: Director George Pomeroy, clerk Jean Bratton, head maintenance man Bob Doherty and evening custodian Jeff Meikle.

ORGANIZATION SCHOOL COMMITTEE

George Murray, Chairman	692-2270	Term expires 1986
John Kavanagh, Vice Chairman	692-8718	Term expires 1985
Donald Bradanese, Secretary	692-2519	Term expires 1986
Judy Culver	692-7433	Term expires 1985
Douglas Keele	692-7288	Term expires 1984
Joan O'Brien	692-2222	Term expires 1985
Mary Trubey	692-8355	Term expires 1984

OFFICE OF SUPERINTENDENT OF SCHOOLS

Dr. Everard Nicholson, Superintendent	692-4783
Dr. John Crisafulli, Asst. Superintendent	
Doris Santaguida, Director Trans/Food Service	
William DeRoche, Director Energy	

Joy Shelton, Secretary to Superintendent  
Shirley Mantone, Receptionist/Secy to Asst. Supt.  
Alice Watson, Bookkeeper  
Blanche Crocker, Asst. Bookkeeper  
Diane Rautenberg, P/T Secretary

Kenneth Sargent, Administrator of Special Education	692-2378
Dr. Jane Coleman, School Social Worker	
Alma Swartz, School Psychologist	
Nancy Ferraro, Team Chairperson	
Dawn Brine, Speech Pathologist	
Catherine Pawliczek, Speech Pathologist	
Jacqueline McDonald, Speech Pathologist	

Joan Chipchak, Secretary to Admin. Spec. Ed.  
Rosalie Milot, Secretary

SCHOOL TELEPHONES

Westford Academy	692-2551	Frost School	692-4051
Music Office	692-2611		
Guidance Office	692-2334	Cameron School	692-6542
Athletic Office	692-2411		
		Nabnasset School	692-4777
Abbot Middle School	692-2587		
		Robinson School	692-2541
Norman E. Day School	692-6391		

### SCHOOL VISITS

You are welcome in your schools to talk with the school principal and staff whether or not you have children in the schools. However, in order not to interrupt a class, you are urged to: 1) Check in with the principal before visiting a class, and 2) Make an appointment if you wish to discuss your child's progress with a teacher.

### SCHOOL ADMISSION

Children are eligible for enrollment in kindergarten in September of the calendar year in which they attain the age of five years; in grade 1 in September of the calendar year in which they attain the age of six years. Birth certificate and evidence of successful vaccination are necessary for registration of any child new in Westford. Those transferring from other schools should present transfer cards.

### SCHOOL COMMITTEE MEETINGS

The School Committee meets in regular session, usually the second and fourth Monday of each month at 7:30 PM. There are also special meetings called from time to time, especially during budget season. Meetings are usually held in Room 114 of the Westford Academy, and are posted at the Town Hall. Public is encouraged to attend.

### SCHOOL CALENDAR 1983-84

Fall Term	September 7	November 10
Winter Term	November 14	January 27
Spring Term	January 30	March 30
Summer Term	April 2	June 14

Total School Days: 180

June 15, 18, 19, 20, 21 - Make up for lost days

#### Days Omitted

Columbus Day	October 10
Veterans' Day	November 11
Thanksgiving Recess	November 23-28
Christmas Recess	December 24-January 3
Martin Luther King Day	January 16
Winter Recess	February 17-27
Spring Recess	April 13-23
Memorial Day	May 28



### SCHOOL PHYSICIAN

Dr. David Watson; 200 Littleton Road, Westford

### SCHOOL NURSES

Anne McCusker, R.N., Head Nurse, Office:	Abbot School	692-2587
Virginia Toupin, R.N., Office:	Norman E. Day School	692-6391
Barbara Brewer, R.N., Office:	Westford Academy	692-2551
Beverly Shepherd, R.N., Office:	Robinson School	692-2541

TO THE CITIZENS OF THE TOWN OF WESTFORD, your School Committee respectfully submits its report for the 1983-1984 school year.

### SCHOOL SESSIONS FOR PUPILS

Westford Academy	Grades 9-12	7:45 AM - 2:30 PM
Late Bus		4:00 PM
Middle Schools	Grades 6-8	8:45 AM - 3:00 PM
Late Bus		4:10 PM
Elementary Schools	Grades 1-5	8:15 AM - 2:00 PM
No Late Bus		
Kindergarten AM		8:15 AM - 10:45 AM
Kindergarten PM		11:30 AM - 2:00 PM

### NO SCHOOL SIGNALS

These consist of two blasts on the fire horn at Westford Center and a long wail on the sirens in the villages, all at 6:30 AM for the high school. The same signals will be used at 7:00 AM for the elementary and middle schools. The following radio and TV stations carry our no school announcement at 6:30 AM.

WCAP	Lowell	980	WHDH	Boston	880
WBZ	Boston	1030	CHANNEL 4	Boston	
WLLH	Lowell	1400	CHANNEL 5	Boston	

It is the policy of the School Committee to keep schools in session on all days during which it is safe for buses to be operated. The widely varying conditions in the several parts of Westford make it difficult to reach decisions equally fair to all. On days when weather conditions are questionable, parents are urged to exercise their own judgment as to the wisdom of sending children to school.

## 1983 OVERVIEW

Early in budget deliberations, guidelines were provided by the Finance Committee suggesting a 4.8% limit to townwide increases including the school system's budget and this was met by us for the Annual Town Meeting in May. At a Special Town Meeting in September, an additional amount of \$67,562 would be approved to make for an aggregate of \$7,343,008 for funding education in Westford Public Schools for the next fiscal year. A balance of \$91,779 from the previous fiscal year was used to offset items that were eliminated from the budget as proposed, including items of energy conservation and to repair the Cameron School roof.

The system continues to decline in its number of students, reflecting loss of about 160 pupils this year, stabilizing in the elementary schools but changing rapidly in the middle schools. Reflecting this decline, aggregate staff was reduced the equivalent of seven full-time teachers, mostly in the middle schools, which will expect further decline next year. Bus routes were also consolidated to eliminate the cost of one bus. A citizens advisory committee monitoring enrollment and building needs advised against immediate change of organization. With transfer of Sargent School to the town, it ceased to be a school building.

The system continues to have its Academy for grades 9-12, two middle schools for grades 6-8, and four elementary schools for kindergarten through grade 5. A new classroom in Robinson School was approved for 1983-1984, for a Pre-First grade to provide for children found to be developmentally unready for the first grade, which they will enter a year later. Aggregate pupil enrollment on October 1, 1983 was 2982 versus 3058 the previous year.

The formula by which towns are reimbursed by the state as its share of supporting public schools also changed with a reduction of 10% in Save Harmless Aid. For Westford this meant \$1,555,353 of Chapter 70 aid versus \$1,722,614 for the previous year. However, by virtue of new revenues at the State level, this was more than offset with new aid to the town. Some comparisons of Chapter 70 aid and additional aid in the local aid formula to towns for municipal as well as educational purposes are appropriate:

	<u>Ch. 70</u>	<u>Addl. Aid</u>		<u>Ch. 70</u>	<u>Addl. Aid</u>
Acton	580,950	713,645	Lunenburg	1,335,410	321,489
Andover	1,658,256	1,079,144	N. Andover	1,247,021	598,928
Bedford	930,734	637,673	N. Reading	1,282,487	753,487
Chelmsford	3,559,066	2,098,528	Reading	1,835,204	1,477,473
Harvard	1,304,975	412,463	Shirley	1,112,523	442,107
Littleton	468,509	393,967	Westford	1,550,353	977,392



Aid by way of other Chapter of Massachusetts General Laws for school transportation, school construction, and tuition reimbursements, from the Cherry Sheet for 1983-1984, indicated \$482,000 of additional school related support for the town.

### PERSONNEL

1983 saw the retirement of Rita Miller, Principal of Cameron and Frost Schools. Rita was born and educated in Westford, and her father taught in Nabnasset School. Rita's 44 years of dedicated service to the children of Westford included teaching in Frost School, of which she would become Principal in 1952. For some time she was Principal of the three schools - Cameron, Frost and Sargent. She will long be remembered as a pillar of Westford's schools, also an important part of their history.

1983 also saw the retirement of Shirley Oliver, after 43 years of dedicated service as a teacher in Frost School, all in the first grade. She, too, will be missed and long remembered.

George Murray and Donald Bradanese were re-elected to the School Committee and George Murray continued as its Chairman.

### CURRICULUM AND PROGRAM IMPROVEMENT PROJECTS

Dr. John Crisafulli  
Director of Curriculum

Through this year our curriculum in the instructional programs continued to be monitored, reassessed, and when necessary improved upon. In Westford curriculum study and evaluation is an ongoing process with our aim being to build upon and enhance current programs. Through an active participatory approach, staff, parents, and committees help to improve our instructional programs. During the past year we have had two citizen advisory committees: Citizen Advisory Committee on Health Education and Citizen Advisory Committee on Computer Instruction that provided valuable input. In addition, we have had staff curriculum task committees meet to monitor and make recommendations for improvement in the areas of Language Arts, Math, Science, Social Studies, Gifted/Talented, Health, and Integrated Arts (Music/Art/Physical Education/Practical Arts).



## Language Arts

Since 1977 the Language Arts Task Committee has been assessing and improving upon our entire program grades K-12. In this period of time we have implemented a new English Grammar Program and also developed a Differentiated Language Arts Program for grades 7 & 8. In 1980 we implemented, for the first time, a coordinated 6-8 English Literature Program that compliments our current high school course of study.

This year after two years of research and one year of field testing we have implemented a new reading program for grades K-6. The new program reflects the implementation of a coordinated and articulated reading program for all grade levels regardless of what building the student attends. The new program provides staff with a variety of materials that will be used to better meet the individual student needs. To insure proper implementation and use of materials, our staff were provided extensive training and familiarization to insure proper use of the reading materials.

## Science

In September, through the efforts of our Science Committee and Marilyn Frank, part-time science coordinator, we began using grades K-5 a new science program. This program replaced our elementary school SCIS Program which was in operation for the past eight years. The SCIS program was child centered, and had become increasingly expensive since it relied heavily on consumable materials. The new program does provide students with a balanced physical and biological science program. It does provide students with the opportunity to actively have a hands-on experience involving experiments and other lab activities.

The new program, prior to implementation, had for the 1981-1982 academic year been field studies in our system. During this study period, the program was evaluated and input was received from staff. This data played an integral part in the final judgement. All staff received in-service training on the use of the program and its associated materials prior to its implementation.

## Mathematics

The task committee in mathematics has spent this year monitoring and evaluating our current grade 6-8 program. In its assessment, the task group determined that more students at the 7th and 8th grade levels were capable of handling pre-algebra course work. This conclusion was based upon an analysis of our system-wide achievement testing results, demonstrated student competencies, and teacher input.

During the second half of this year, the 7th and 8th grade math teachers were provided, on a limited basis, a pre-algebra text to determine if it met the needs of the student population necessitating pre-algebra. Results clearly indicated that the target student population did,

indeed, show a capacity to understand and respond positively to the vigors of such a program.

In the spring of 1983, the School Committee approved the re-arrangement of our middle school math program to accomodate students capable of handling a pre-algebra program. The School Committee also approved the adoption for a new text book, which will be used in September 1984.

### Social Studies

During 1982-1983 the Social Studies Task Committee has been evaluating our current grade 6-12 Social Studies/History program. The group determined that our existing middle school Social Studies/History Program needed revision. It was found that both middle schools were achieving the same student objectives but with two different text books. The task group concluded that it would be in the best interest to provide a mirrored Social Studies Program for both schools and to select a program that was more coordinated to our high school course offerings.

The group evaluated several school programs. In their assessment and deliberations the members made sure that the program complimented the high school offerings and also contained an appropriate readability level for our students. During the 1984-1985 academic year they will field study two different programs. In the spring of 1984, they plan to recommend a middle school Social Studies/History Program for implementation in September 1984.

### Comprehensive Health

Since 1978-1979 our staff has been continually developing and implementing a Comprehensive Health Program for our grades K-9. Through the leadership of Marilyn Frank, our part-time coordinator, we have received grant funding in cooperation from outside agencies such as The North Central Alcohol Commission and the State Nutrition Department. These agencies have provided us with relevant materials in the areas of nutrition, drugs, and smoking. These areas of the curriculum have been well received by parents, students, and staff. Results clearly show that in grades K-9 that the students do demonstrate a high level of awareness and ability to understand the negative aspects of nutritional habits, drugs, and smoking to the human body.

In the area of sex education the task committee again working cooperatively with our Citizens Advisory Committee chaired by Dr. Daniel Diamond have developed an elective program for our 7th and 8th grade students. The program was implemented during this year and is being taught by a certified Health Instructor who has had extensive preparation and teaching experience in the area of sex education. Participation in the program has exceeded 90%.



During the spring and summer of 1983 an expanded Health Task Committee comprised of staff representation from the elementary, middle, and high school levels has begun to develop an elective Human Growth Program for grades K-6. During the 1983-1984 academic year the task committee will be working with the Citizens Advisory Committee, staff, parents, and when applicable consultants to complete the program. Their time line calls for School Committee action during the fall of 1983.

TESTING

Bruce Cohen  
Supervisor

Achievement Testing Results

During the 1982-1983 school year all students, except those whose educational plans specified otherwise, in grades 2-10 were tested in reading and mathematics. Pupils in grades 2, 4, 5, and 7 took the Stanford Achievement Test in both reading and mathematics and the Otis-Lennon Mental Ability Test. Pupils in grades 3 and 6 took the Stanford Achievement Reading Tests and Westford's Minimum Basics Tests in math, writing, and listening. Grade 8 pupils took the Massachusetts Test of Basic Skills (minimum basics). Students in grades 9 and 10 took the Stanford Test of Academic Skills in reading, English, and mathematics. The testing program was administered during January 1983.

The Stanford Achievement Testing Program stanine scores are expressed above a scale ranging from a low of one (1) to a high of nine (9), with the value of five (5) representing the average performance for the norm group. Pupils scoring the stanines 1, 2, and 3 are considered to be scoring below the average stanine bands. Those that score in the stanine range of 4, 5, and 6 are considered to have average scores. The pupils that score in stanines 7, 8, and 9 are reported as having stanine scores that are above average.

1973 EDITION - STANFORD ACHIEVEMENT TEST STANINE SCORES  
JANUARY 1983

	<u>Westford Scores</u>					
<u>Grade</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
Total Reading	9	9	9	9	9	9
Total Math	9	-	9	9	-	9
No. of Pupils	188	206	213	209	240	299



## STANFORD TEST OF ACADEMIC SKILLS

Percentage of students scoring average or above average stanine range.

	<u>Westford Scores</u>			
	<u>Grade 9</u>		<u>Grade 10</u>	
	<u>Average</u>	<u>Above Average</u>	<u>Average</u>	<u>Above Average</u>
Reading	54%	41%	50%	48%
Mathematics	61%	36%	52%	45%
English	64%	33%	51%	45%

Westford continues to demonstrate a high scholastic achievement when compared with national scores. In all areas, the grade level stanine scores are equal to or higher than the previous year's scores. The total reading, total math, and battery total scores for grades 2-7 are all at the ninth stanine.

### Basic Skills Improvement Program

It is a policy of the State Department of Education that every school system develop a Basic Skills Program. The purpose is to assist all students in achieving mastery of basic skills by the time they graduate high school. Each school district measures the student's mastery of the basic skills and identifies students who need further instruction in these basic skills. The standards are determined by each local school district. Any student who does not pass any area is given appropriate follow-up instruction.

The State regulations require that all school systems measure student achievement in the areas of reading, writing, mathematics, and listening. These assessments must occur at three levels: early elementary, later elementary, and secondary. Westford assesses students at 3rd, 6th, and 8th grade levels. In the three years we have measured, the results have been very positive. They are:

### MINIMUM COMPETENCY TESTING 1982-1983 PERCENTAGE OF STUDENTS PASSING

<u>Curriculum Area</u>	<u>Grade 3</u>	<u>Grade 6</u>	<u>Grade 8</u>
Reading	99.5%	98%	99%
Writing	89%	91%	83%
Mathematics	99%	97%	95%
Listening	96%	97%	100%

The School Committee has accepted the recommendation of the Testing Task Committee to update the 1983-84 testing program with a testing program that has a stronger emphasis on measuring each student achievement and academic potential.

## SCHOOL HEALTH REPORT 1982-83

All students in grades 3, 7, and 11 along with students participating in sports at Westford Academy are examined annually by Dr. David Watson, the school physician.

All students are screened for hearing and vision annually. The screening is done by Mrs. Jane Moore, who has been trained as an audio-visual technician by the Massachusetts Department of Public Health. Any necessary follow-up screening is done by the school nurses. Parents are informed if a student fails the screening.

In September, Dr. David Freeman coordinated a lazy eye clinic for all kindergarten students, with the volunteer assistance of the Junior League of Women, the Lions Club and graduate students from the New England College of Optometry. 117 students were screened, 99 passed and 18 referred for further evaluation.

Postural screening is required on all students in grades 5 to 9.

Nashoba Associated Board of Health sponsors a dental program for students. In grades 2, 5, and 8 a cleaning and fluoride treatment are given and students in grades K, 1, and 3 are examined. All programs are given with parental permission.

To meet the state requirements, an immunization clinic was held in October. The program was sponsored by the Nashoba Associated Board of Health and required parental permission. Update on immunizations are required in order for students to attend school.

A flu clinic was held in October for school personnel. 21 flu shots were given.

The school nurses are responsible for the health and safety of your child. The school nurses work with parents and school personnel to provide a safe and healthy environment for all students.

1982 - 1983

Physicals

# grades 3, 7, and 11 - - - - -	644
# sport - - - - -	399
# referred to family physician - - - - -	96
# students had physical by private physician - - -	235
# students complete private physician form - - - -	175

Vision Screening

# of failures referred to private physicians- - - - -	135
# completed forms - - - - -	88

Hearing Screening

# failures referred to private physician- - - - -	80
# complete forms- - - - -	40

Postural Screening

# rescreened by Dr. Watson- - - - -	232
# to be followed at school- - - - -	58
# referral to private physician - - - - -	76
# complete referral - - - - -	9

Immunizations

DT- - - - -	152
Polio - - - - -	43
MMR - - - - -	18
Flu - - - - -	17
Mantoux - - - - -	49

Students transported by ambulance- - - - -	9
Nurse - Pupil Conference - - - - -	16,262
Nurse - Teacher Conference- - - - -	1,507
Throat Culture at School - - - - -	111
Conferences and Continued Education Programs - - - - -	47



SPECIAL EDUCATION SERVICES ANNUAL REPORT 1982-83

The 1982-83 school year was a very successful one for the Special Education Department. There were several situations and activities felt to be of note.

The TEAM ACTIVITIES REPORT indicates that the total number of instances dealt with in 1982-83 increased slightly over the previous year, this, in spite of an overall reduction in regular education rolls. Overall TEAM evaluations decreased by about one third, but speech reviews and medical instances increased.

TEAM ACTIVITIES REPORT

1982-83 School Year

TYPE ACTIVITY	CAM	FRO	NAB	ROB	ABB	DAY	W.A.	PRE	OUT OF DISTRICT PLACE- MENT	TOTAL
Evaluation	11	4	24	21	11	13	8	2	2	96
Review	18	31	70	105	79	89	66	9	43	510
Reevaluation	2	1	9	6	7	6	3	0	2	36
Speech	11	1	10	12	0	0	0	5	2	41
Speech Reviews	25	19	42	41	2	4	3	8	0	144
Medical SPED 16	0	4	0	0	3	0	23	0	5	35
TOTALS	67	60	155	185	102	112	103	24	54	862

School to Service	0	0	3	6	2	0	3		1	15
From 766 to No Special Needs	1	2	3	12	8	8	12		1	47

There was much satisfaction with the number of instances where children were returned from Special Education to regular education (No Special Needs). There were almost twice as many such cases as in 1981-82. This could be an indicator of the bottom line effectiveness of special education services.

The process of making primary staff aware of the developmental differences of young children was continued this year from 1981-82 with very positive results.

A series of four in-service training sessions, state funded, were held focusing on early childhood development. The purpose of the training was to sensitize special educators and primary teachers as to signs of developmental delay in young children and thus not mislabel such children as "Special". As a result of this process the School Committee was given the opportunity of acting on a proposal to initiate a systemwide class for about sixteen children next year. Mrs. Margaret Donahue, School Adjustment Counselor, should be given recognition for the initiation of this process and the follow through to have this class become a reality.

This program was tangentially supported by a federally supported program; to train area teachers to screen three and four year old children for possible special needs; a four-week summer school program for about fifteen such children; the actual screening of about 600 area children; and parent information meetings relative to child development. This project started in the 82-83 school year and carries into the early fall of 1983-84.

Special efforts have been made during the past several years to maintain our counting of special needs children as of October 1st and December 1st each year. This procedure resulted in an increase of about \$10,000 to some \$86,000 for our Federal 94-142 projects for the coming school year.

During the year, intensive efforts were made to prevent further out-of-district private placements, and also to return, where felt appropriate, children from the private to the public sector. This effort was supported by the School Committee through their approval of specialized legal counsel. By one process or another, by the end of the school year, four children were terminated from private placements. Three others were terminated at the end of the year. Two others are in the process of being mediated and may go to appeal to ultimately determine placement. During the year, one child was privately placed by the appeal process and one was prevented from private placement by the appeal process. The net result of these efforts was a balance in the special education tuition account of some \$59,200 at the end of the school year.

This has been an outstanding year for Special Education service. Most generally parents have been accepting of plans prepared for their children and usually parents have been very supporting. In the few instances where differences have occurred, parties have felt that they had been listened to and that they have been treated with sincerity and fairness.

Special Education looks forward to continuing to effectively serve the special needs children of Westford.



## WESTFORD ACADEMY ANNUAL REPORT 1982-83

Joseph F. Lisi  
Principal

### THE YEAR IN REVIEW

#### Curriculum and Instruction

Revision of curriculum is an ongoing process. Annually, each department under the leadership of the Department Head updates course offerings in order to meet the needs of its students. During the 1982-83 school year, time was set aside for departments to work on their respective curricula. This time was spent industriously reviewing present curriculum and mapping out revisions for the 1983-84 school year. Westford Academy's curriculum was presented to the Westford School Committee in a series of departmental presentations. These presentations offered the opportunity for some healthy dialog between school personnel and the community.

Students continued to demonstrate that they were interested in pursuing work that required extensive reading, skilled application, and indepth research. There were 172 students enrolled in advanced course offerings while 117 instituted independent Honors contracts.

#### Student Activities

Westford Academy's Student Council, under the direction of Mr. Albert Duffett, Advisor, completed a very successful year. Freshmen elections, School Spirit Week, and the traditional Senior/Freshman Powder Puff Football game highlighted the fall's activities. Winter activities included the Seventh Annual Christmas Bazaar, a Bloodmobile which produced more than sixty pints of blood, and Secret Admirer's Day which has become a favorite of Westford Academy students. Spring activities to close the school year featured the Leadership Banquet attended by over two hundred student leaders and their parents, Class Elections, a second Bloodmobile, and the preparation of food and refreshments served at the Annual Town Meeting. Three Student Council scholarships were awarded at the graduation ceremony. Student Council officers were Andrea Szylvian, president; Laurie Funke, vice-president; Maureen Mullen, treasurer; and Lisa Carrigg, secretary.

#### Parent Forums

Scheduled open forums were held throughout the school year in order to continue good communications between parents and school personnel. Subjects such as school spirit, honors program, weighted grades, X-block, and scheduling procedures were discussed during these sessions.



Student Behavior

The key to proper student behavior is parental support and communication between parents and high school staff. The majority of our student body exerts a positive influence on our school. Unfortunately, that small percentage of our students who misbehave require a great deal of supervision and support from our staff. The following statistics include a disciplinary summary, referrals, and other services provided by Westford Academy's House Teams.

Suspension Summary

Smoking	36	
Truancy	102	
Insubordination/Profanity/Disrespect	19	
Theft	2	Represents total of
Fighting	11	141 students.
Habitual School Offenses	8	
Multiple Class Cuts	8	126 were in-school
Drugs, Alcohol	19	suspensions.
Unauthorized or reckless use of auto	8	
Harrassment of other students	2	
Other (Snowball throwing, firecrackers, fire alarm)	7	

Referrals and Other Services

Intensive Vocational Program, Massachusetts Rehabilitation, Juvenile Probation Officer, Westford Police, School Social Worker/Psychologist, Psychology/Social Worker, Learning Disability Tutor, Special Transportation, Work Study, S.A.S., Centre Counseling, Home Tutor, Reviews, Team (Full), G.E.D., Private Psychologist, Al-Anon/Al-teen, Welfare, Private Physicians, Department of Youth Services, C.E.T.A., Social Security Administration, Divorced Kid's Group, Charles River Hospital, Substantially Separate Classroom, Talent Search, Healthworks, D.S.S., Rape Centre, Massachusetts Commission for the Blind, Alpha Omega, Lowell Adult Education Program, Middlesex Community College, M.W.F.C., Foster Care, Speech Therapy.

Follow-up Report of 1983 Graduates

Post-high school pursuits generally reflect a student's orientation and preparation. The following is a statistical report of the graduates of 1983:

<u>Placement</u>	<u># Students Attending</u>	<u>Percentage</u>
4-year MA Universities or State Colleges	56	.23
2-year MA Community Colleges	35	.15
4-year Private or out-of-state Univ. & Colleges	42	.18
2-year Private or out-of-state Univ. & Colleges	10	.04
Other post-secondary education/career or technical	11	.045
Employed - Planning college later	11	.045
Employed	40	.17
Seeking employment	12	.05
Military	8	.03
Did not graduate	7	.03
AFS Foreign Exchange - PG	3	.01
Preparatory School	5	.02
98 going on to a four-year program	41%	
45 going on to a two-year program	19%	
16 other post secondary	6%	
159 TOTAL	66%	

#### WESTFORD MIDDLE SCHOOLS ANNUAL REPORT 1982-83

Richard E. Neal  
Principal

The theme for the 1982-83 school year at the Westford Middle Schools was "Theory Into Practice". As a result of several decisions made by the Westford School Committee as it reaffirmed its support of the middle school concept, significant strides were taken to regain flexibility within the schedules of the various teaching/learning teams. Throughout the year the staff worked to utilize this flexibility to its greatest advantage to provide for every student. The staff worked to develop programs which emphasized student commitment along with student recognition and fulfillment of responsibilities.

Last year, as a result of staff reductions, the industrial arts and home economics programs were eliminated at the sixth grade level. I am pleased to say that these programs were re-instituted for sixth graders this year. A reorganization in these two areas made it possible to provide quarterly units for all students. In the sixth and seventh grades all students met in co-educational classes for these units while an elective program was available in grade eight.

This year also saw the introduction of the Human Sexuality program. With the availability of a full-time health educator all seventh and eighth grade students at both middle schools could participate in the program with parental approval. Over 90% of the seventh and eighth



grade students participated. An alternative program dealing with substance abuse was offered at these grade levels and was also provided for all sixth grade students. Parent workshops consisting of four seminars each were presented in the evening four times during the year by the health educator.

A revised format in the Gifted/Talented program was introduced for the 1982-83 school year. For this year the full-time teacher in this program was based at one middle school for half of the year and at the other middle school for the second half of the year. While full time in the building the teacher met daily with the participating students in lieu of their social studies class. Full time presence in one building allowed time for the teacher to meet with teaching teams, conference with students and parents, and implement a "revolving door" concept which extended services to many more students.

As a result of an appeal to parents for assistance a sizable corps of parent volunteers became actively involved at the middle schools this year. A workshop for potential volunteers was held in the Fall and each school gained the valuable aid of parents in areas such as home economics, art, library, special needs and clerical. We appreciate greatly the help provided to us by these volunteers.

The Westford Middle Schools were able to purchase seven Apple IIe microcomputers this year as a result of a block grant from the State. This provides a total of six microcomputers at each building. In anticipation of much greater usage of the computer in education a large number of staff members attended courses and workshops in the field this year. For next year it is anticipated that a mini-lab will be set up with every student receiving instruction in the use of the computer.

After school activities continue to attract large numbers of students. This year two athletic competitions were introduced between the two middle schools - a basketball game and a track/field meet. The track/field competition was particularly successful as a great number of boys and girls from the two schools participated in a most enjoyable afternoon at Westford Academy.

The instrumental music program at both schools continued to be a source of pride. With every increasing numbers of students participating, both the quantity and quality continues to be outstanding. In addition to the concert bands several other groups are in full operation - Stage Bands, Jazz Bands, small ensembles, etc. This year we were very pleased to once again provide a choral program for the students. Focusing primarily at the sixth grade level a performing group was assembled at each school. The Spring musical concerts at the two buildings marked the introductory performances of the choruses.

In the academic areas students continued to perform on a very high level on the Stanford Achievement Tests. The overall averages of students at both schools in every sub-test placed their scores well above those of their counterparts nationally.



Looking ahead, we anticipate an enrollment decline at the middle school level. As a result there will be staff reduction and much greater sharing of staff between the two schools next year. This will, by necessity, again reduce some of the flexibility within the school. As we look further down the road we can only anticipate greater reduction and possible consolidation. It is my hope that as we move forward in this direction we will be able to maintain the philosophy of the middle school to best meet the needs of this very important age group.

In conclusion, I wish to particularly thank my two assistant principals, Mr. Ralph Drinkwater and Mr. Carl Lyman, along with the loyal and dedicated staff for their support and assistance in helping to make this a successful year for the Westford Middle Schools.

### ROBINSON SCHOOL ANNUAL REPORT 1982-83

Kenneth DeBenedictis  
Principal

Robinson School enjoyed a productive and successful school year as a result of the efforts of children, staff, and parents.

Some of the areas of focus included:

#### Curriculum

Robinson School is organized into grade level teams with a unit leader appointed to assist with coordination of instruction. Weekly unit leader meetings have explored a wide variety of curriculum areas. This year new programs in reading and science were implemented in all Westford elementary schools. Through careful discussion of objectives of the new approaches, and activities to provide for children's needs, expanded curriculum materials were successfully included in instruction. Monitoring of pupil progress resulted in appropriate classroom modification to further assist with this effort.

In 1983-84 additional adjustments are planned in materials usage in these two curriculum areas.

Robinson primary staff and special needs teachers were involved in a rather lengthy study of pre-first grade programs. This effort, initiated through the writing of a Massachusetts grant by Margaret Donahue, school counselor, concentrated on developmental needs of young children. Early childhood specialists conducted a sixteen hour workshop for Robinson and other Westford primary and special needs staff. The result of this effort was the development of a proposal for a pre-first grade program in 1983-84.

This plan, approved by the Westford School Committee, will provide a concentrated developmental readiness approach for those children selected through teacher recommendation, standardized assessment results, and parent approval.

The interest is to provide children a gift of time involved in purposeful activities that will facilitate additional growth in subsequent years.

Several Robinson staff members participated in system-wide curriculum studies. The purpose of these efforts in language arts, science, social studies, gifted and talented, human development, and testing was to examine present curriculum direction and determine appropriate approaches for the future. Through involvement of system-wide staff in these studies, more carefully coordinated instructional programs will be facilitated.

### Student Enrichment

A variety of activities provided enrichment experiences for our children. Some of these programs included:

All grade levels presented performances related to curriculum areas. Miss Janice Nickerson, music specialist, worked closely with teachers developing ideas and assisting with program organization.

School wide performances were presented at Thanksgiving, Christmas - Chanukah, and Memorial Day. In addition, a Spring Concert - Art Exhibit Program was presented before a standing room only audience.

The Studebaker Mime Company captivated our children with three separate classroom workshops and a school-wide performance.

Appearances by the Westford Academy Stage Band and the Jazz Bands of both Abbot and Norman Day Schools demonstrated how practice improves playing ability.

Three town-wide performances of the youth orchestra was the realization of a goal of the Westford music instructors this year. Twenty-six Robinson string players performed in this sixty student musician group. It is anticipated that this performing group will continue to grow in subsequent years.

Small group instruction for the art gifted was provided by Barbara Joki, art instructor. Assistance was also initiated for small groups of primary children whose small motor needs could profit from art reinforcement activities.

Kenneth Gerken, physical education specialist, provided individual and small group experiences for children requiring additional assistance with motor development.



All K-5 children participated in curriculum related field trips through partial funding of these activities by the Robinson Home School Organization.

### Parent Participation and Support

The Robinson Home School Organization was actively involved in organizing activities for the school. Approximately 150 parents volunteered for a variety of activities which included classroom and library assistance and microcomputer monitors. In addition, 55 parents helped organize room parties, field trips, and the school emergency telephone calling chain.

Many parents and community friends visited our classrooms to share their resource background. These presentations greatly expanded our curriculum offerings, and provided first hand enrichment for our children.

The enormously successful fund raising efforts of the RHSO resulted in the following this year: presentation of professional performers; construction of our magnificent timber climber; the improvement of school landscaping with tree plantings; purchase of microcomputer software; payment for featured, nationally recognized speakers at parent meetings; and partial funding of pupil field trips.

Robinson School enjoys a most successful working relationship with parents. It is through this partnership that pupil learning experiences are enriched.

### Communication

The School Open House in October attracted several hundred visitors to our school. Children guided their parents and family friends through our facilities and explained programs.

Parent Visiting Days on March 28 and 29 allowed a large number of people to tour our school while classrooms were in session to observe instruction.

The Robinson Newsletter shared a wide variety of information concerning activities at school and classroom instructional direction.

Area newspapers published stories and photographs of programs and activities organized.

Evening meetings featured speakers who discussed childhood development and school organization.

Robinson School faculty conducted two report card conference periods with parents, and provided additional opportunities for discussion as the situation warranted.



## Recognition of Pupil Success

The Robinson School Memorial Fund was established in 1980 to honor three children who passed away while enrolled as students in this school.

At the awards ceremony, during the school's Memorial Day observance, the following children were selected as recipients of the Memorial Fund:

David M. Lemire Music Award - Andrew Barth

Mary Ellen Bissonette Physical Education Award - Paul Sullivan

Derek R. Wisnowski School Citizenship Award - Eric Anderson

At the annual Awards Day Program in June, presentations were given for achievement in the following:

Band Performance - Charles Lind

String Performance - Jessica MacDougall

Chorus Performance - Michael Miles, Michelle Lavigne

All Around Music Student - Scott Hall

Art Excellence - Ginny Friedman, David Oliphant

A special award for six years of perfect attendance was presented to Donna DeMarino

Kenneth Gerken, physical education specialist, presented several awards to individuals who successfully completed national standardized physical fitness testing.

Janice Nickerson, music specialist, presented certificates to many children who participated in a wide variety of music enrichment activities.

## Summary

Robinson School enjoyed another year of successful pupil experiences. Our gratitude is extended to parents for the many consistent instances of effort and support.

We look forward to 1983-84 with a goal of continuing to provide for the needs of our children through further expansion of instructional effectiveness.

## NABNASSET SCHOOL ANNUAL REPORT 1982-83

Henry Leyland  
Principal

### Personnel

The following teachers have served on School Department Curriculum Committees: Rose Quillin - Language Arts, Joyce Coughlin - Health Education, Marilyn Sheridan - Gifted and Talented, Margaret Geary - Testing, Nancy Meech - Science, Donald Babin - Math, Joseph Parrino - Social Studies.

Mrs. Quillin, Mrs. Kirk, Mrs. Coughlin, Mrs. Sheridan, Mrs. Chachus and Mrs. Meech accepted apprentice teachers as a result of Nabnasset School's affiliation with Lowell University.

### School Activities

Open House activity at the beginning of the school year was held to introduce teachers to parents. Attendance was nearly 100%.

There were two musical presentations presented by Grade Two at Christmas and Grades Four and Five in the Spring. The Memorial Day program scheduled for outdoors had to be cancelled due to inclement weather.

"Student of the Month" expanded this year to include Art, Music, and Physical Education award certificates. Grade level certificates were awarded for Citizenship, Achievement, and Leadership. Special areas give awards for talent and achievement. Students had their picture taken and posted on school bulletin board. They received a certificate and also their name published in the school newspaper.

### Parent Council

The Nabnasset Parent Council held monthly meetings chaired by President, Cathy Lane.

"Nab News", a parent council newsletter continues to be a most successful source of school news to parents. All professionals as well as parents who have responsibility for children contribute articles.

Thanks to Sue Kostek for her art work and Joanne Webster who served as editor.

The Council had a very active social year. A spaghetti supper for all families kicked off the year. This was followed by a family square dance at the end of the year. The square dance also serves as a culminating activity to our music teacher's square dance instruction in grades 1 through 5.



Fund raisers included a spaghetti supper, magazine drive as well as a bake sale and square dance. As a result of these fund raisers, the school received a contribution of software for the Borg Warner Teaching Machines, school field trips for all grades, costumes for plays, \$1300 contribution for library books, two professional acting touring groups, field day for children with awards of ribbons for all, and Chanel Seven Weather Forecaster Harvey Leonard made a presentation to all children. At Christmas Carol Rice arranged for a set of movies for library time. Movies which illustrated books and authors were shown. Mrs. Landino, in charge of Campbell Soup labels for the Council, managed to get a lot of gym equipment, soccer balls, and the like.

Volunteers, through Mrs. Lisien and level coordinators, provided reading and math drill practice for students under the direction of classroom teachers as well as correction assistance for objective type material. Parents helped with field trips, special activities, costumes, scenery for plays. New this year was the Computer Committee, a group headed by Mrs. Hayden and Mrs. Tibbs, which gave all children a computer experience.

At the end of the school year staff had an Appreciation Social at the close of school. Those in attendance enjoyed punch and pastries. Then certificates of appreciation and plants were awarded to all volunteers. The plants had been grown by grade 1 while the other grades made artificial flowers to decorate flower pots with until plants bloom.

Nabnasset School is truly a team of parents and teachers providing for the needs of students. Thank you parents and staff!

#### CAMERON-FROST SCHOOL ANNUAL REPORT 1982-83

Rita E. Miller  
Principal

This report will highlight some of the varied activities in which Cameron-Frost students, staff, and parents have participated.

#### Students

Frost first graders were involved in a special creative writing project with emphasis on utilization of correct grammatical skills and good handwriting, combined with selection and sequential development of interesting ideas.

Grade two at Cameron in conjunction with their social studies program enjoyed as a culminating activity an Eskimo Day complete with a harpoon throw, blanket toss, walrus hunt, and "Muktuk" feast.



Third grade students at Cameron held a very successful Colonial Fair to which all students in the building were invited as well as parents.

Fourth graders at Frost participated in a Project Fair. Many interesting topics were selected. Student oral presentations were well received by parents.

In an effort to promote greater individual silent reading a daily ten minute period was set aside for the Uninterrupted Sustained Silent Reading Club members to do wide reading.

Our Frost fifth graders had a most enjoyable week at camp participating in waterfront activities, craft projects, and socializing with grade five students from the other elementary schools who will become their classmates in the Middle School.

Congratulations are in order to the many Cameron-Frost students, too numerous to mention, who were awarded academic, service, and conduct awards throughout the school year and at final assemblies.

### Staff

Cameron-Frost staff deserves special recognition for service as committee participants. The small schools have been extremely well represented:

Test Committee	Shirley Oliver
Gifted/Talented Committee	Barbara Manuel
Social Studies	Jane Jurgeleit Pamela Flavell
Language Arts	Marcia Brown Beverly Anderson
Mathematics Committee	Beverly Anderson Sandra Martinez
Computer Literacy	Sandra Martinez
Town-wide Media Center	Maureen Connors
Science Committee	Marilyn Frank
Health Committee	Marilyn Frank

In addition, staff members were enrolled in computer workshops at the Merrimack Education Center, Chelmsford.

Attention should be given to specialists' programs. The town-wide Art Show held in conjunction with the Apple Blossom Festival provided an opportunity for people in the town to see the work of students K-12. The wide range of artistic experiences provided to Westford students were revealed in the display of their work.

Our annual musical evening for parents was well received. Students performed most capably. Children and staff take great pride in displaying their musical ability.

Our physical education teacher, Mrs. Kathleen Zemaitis directed a most active student program. In addition to her regular class work she supervised the following extra-curricular activities: soccer, floor hockey, and soft ball. Due to her efforts some of our Frost fourth and fifth graders were able to participate in the Byam School Mini-Marathon in Chelmsford. This athletic event shared with other school systems provides a special incentive to do well in gym class.

Exciting field day programs were scheduled at both Cameron and Frost. Students competed in age appropriate activities.

We were most fortunate at Frost to be able to participate in the dance in the public schools Nashoba Valley Project sponsored by the Groton Center of the Arts directed by Anita Rogerson. In June all students participated in a program for parents.

Chapter I directed by Mrs. Jean Rubinstein provided extra reading and math services to small groups of students. Parents were invited to participate in three major events. An evening workshop was scheduled titled Helping Children with Study Skills. There was also a special program Stress and Your Child, Plus or Minus. Mrs. Rubinstein and her staff also held their annual Open House.

Our foster grandparent program provided immeasurable support to students and staff. These dedicated women share so much warmth and love with everyone. A Valentine Bulletin Board entitled "Special People" was dedicated to them. This bulletin board proved to be everyone's favorite!

### Parents

Many parent volunteers have given generously of their time throughout the year. The school and home working together make many things possible nurturing feelings of trust and cooperation. Good community relationships are essential to the success of any school.

Our very active, enthusiastic P.T.O. provided three excellent enrichment programs for our students:

LaMer Mine  
The Princess and the Swineherd  
The Bennington Puppeteers

In the fall they sponsored a "get acquainted" spaghetti supper which proved to be a huge success. Parents and students of both schools had an opportunity to mix and mingle socially.



As usual excellent field trips were scheduled and totally funded by P.T.O.

Three holiday classroom parties were organized and supervised by the members. Our parents demonstrated their cooperation by co-sponsoring programs with other elementary school parent groups.

One extremely helpful project undertaken by the group was the organization of a Telephone Tree used to alert parents in the event of emergency school closing or delayed start of school.

This is my final report as a teacher and administrator in the Westford School System. I have been involved in one or the other capacity since 1939. Throughout those years it has been my distinct pleasure to have played a small role in the education of many fine young people who happened to pass along my way.

Those parents who have been so supportive and loyal deserve a word of thanks. Many continuing friendships have developed over the years.

Without the caring, dedicated, strong staff with whom I have worked, my years could never have been so pleasurable and rewarding.

My fellow administrators over the years have made being a member of the Administrative Team both interesting and challenging.

I extend my best wishes for the future to all the school family.

#### PLANT OPERATIONS AND MAINTENANCE ANNUAL REPORT 1982-83

Dr. John Crisafulli  
Assistant Superintendent

During this academic year the administration continued to implement cost effective measures in operation and maintenance within our school plants. We have taken advantage of the Commonwealth of Massachusetts State Bid List which allows any municipality the opportunity to purchase a wide range of supplies and materials from vendors at the same cost enjoyed by all State Department subdivisions. In addition, we have utilized this State Bid List in the purchasing of custodial and maintenance supplies, paper goods, vehicle supplies, lumber for both students and maintenance departments, and AV equipment/supply items. Through this effort we not only saved on costs, but also time that is associated with advertising and awarding of bids. During this year we have also been involved with the Merrimack Education Collaborative, which represents twenty-three other school districts within the Merrimack Valley. Through this organization we have collectively bid



and realized considerable cost savings in the areas of fuel oil, cafeteria food supplies and general school products.

In the area of energy conservation, Doris Santaguida, our energy director, has worked closely with our Citizen Advisory Committee and has implemented conservation measures. These include lowering of ceilings at the Abbot Middle School, the installation and new management system at Westford Academy, and the installation of exterior sodium lighting at the Robinson Elementary School.

During the year we also completed on-going maintenance projects. At Westford Academy an additional twelve classrooms and one major corridor were painted by our maintenance department. Gym floors at both the Abbot and high school were refurbished. At the Cameron School our maintenance department completed the fencing separating school grounds from Forge Pond. The front of the Cameron School was extensively sanded and repainted. At the Robinson School through the fine efforts of its P.T.O., a new and exciting play area was constructed. Parents also landscaped the front of Robinson School. Through the joint efforts of the Roudenbush Community Center and School Department Administration new flat roofs were installed at the Roudenbush and Nabnasset Elementary School. This installation involved the use of rubber rather than the old tar and gravel process. This approach though new in design, has been shown to be more lasting with less problems.

#### SCHOOL CAFETERIA FINANCIAL REPORT 1982-83

##### Receipts

Balance July 1, 1982	- 0 -	
Sales	247,297.23	
State & Federal Aid	78,690.99	
Other Receipts	<u>4,287.96</u>	
		330,276.18

##### Expenditures

Labor	147,063.46	
Purchases	<u>165,955.66</u>	
		313,019.12

Balance July 1, 1983		17,257.06
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FISCAL REPORT JUNE 30, 1983

<u>ITEM</u>		<u>BUDGET</u>	<u>EXPENDED</u>
1100	School Committee	18550	24327
1200	Superintendent's Office	169158	176775
2100	Supervision	107117	108526
2200	Principals	386425	391621
2300	Teaching	4112992	4101018
2400	Textbooks	61314	60033
2500	Library	72379	72980
2600	AV/Media	23075	23640
2700	Guidance	165381	165345
2800	Psychologists	59379	59155
3100	Attendance Officer	-	2529
3200	Health	40558	41499
3300	Transportation	437724	428058
3400	Foods Service	14472	12680
3500	Student Activities	83550	85577
4100	Operations	678025	646424
4200	Maintenance	189781	243800
5200	Insurance	3068	2935
6200	Civic Expense	1238	792
7000	Capital	18033	53510
9000	Tuition	<u>300000</u>	<u>240792</u>
	TOTALS	6942219	6942016

# SUMMARY OF FEDERAL PROJECTS

July 1, 1982 - June 30, 1983

<u>FEDERAL GRANTS</u>	<u>INCOME</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
1. <u>Title 1, PL 89-313</u> This grant provides physical therapy for physically handicapped youth	.05 (Bal) 3,600.	3,600.00	.05
2. <u>Chapter 1, PL 89-10</u> This grant provides for tutorial and remedial help for fiscally disadvantaged in several of our schools.	701.51 (Bal) 38,889.00	39,266.08	324.43
3. <u>Title VIB, PL 94-142</u> This grant provides for elementary counseling & special needs staffing at secondary level. \$76,875 was the appropriation. Final check not received 6/30/83.	-19,628.16 (Bal) 78,105.00	74,503.00	-16,026.16
4. <u>Title VIB, PL 94-142 Separate Account</u> This grant provides for Early Childhood Assessment/Curriculum Methods. One-time grant.	1,207.00	908.00	299.00
5. <u>Chapter 2 Block Grant</u> This grant provides for Student A/V equipment.	13,461.00	10,469.77	2,991.23
6. <u>Chapter 750 Incentive Grant</u> To provide special education for students transferred from Chapter 750 private school account to local education program.	3,560.00	3,560.00	-0-
7. <u>PL 94-482</u> This grant provided micro-computer, monitor & supporting software.	45.49 (Bal) 11,032.00	10,773.49	304.00
8. <u>PL 874</u> This is money reimbursed to system for federally employed families with children in our school system.	12,901.47 (Bal) 11,288.84	- 0 -	24,190.31



<u>FEDERAL GRANTS</u>	<u>INCOME</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>
9. <u>Federal Energy Grant</u>	26,065.00 (Bal)	15,549.00	10,516.00
TOTAL CARRIED FORWARD			
July 1, 1983	181,228.20	158,629.34	22,598.86

FINANCIAL REPORT OF SCHOOL ATHLETIC FUND 7/1/82 - 6/30/83

Receipts

Balance July 1, 1982	15,528.07	
Town of Westford	27,590.00	
Football	3,160.25	
Basketball - Boys	1,708.00	
- Girls	- 0 -	
Wrestling	576.00	
Gymnastics	219.00	
Tournament	168.50	
Student Fees	<u>4,230.00</u>	53,179.82

Expenditures

Custodians, Officials, Physician	9,337.00	
Supplies, Equipment, Repair	11,416.01	
All sports insurance	1,525.00	
Transporation	10,424.00	
Conferences, Dues, Awards	2,387.00	35,089.01
Balance July 1, 1983 - - - - -	- - - - -	18,090.81

FINANCIAL REPORT OF SCHOOL BAND 7/1/82 - 6/30/83

Receipts

Balance July 1, 1982	- 0 -	
Town of Westford	5,443.59	
Summer Band receipts	<u>- 0 -</u>	5,443.59

Expenditures

Summer Concerts	- 0 -	
Music	2,487.64	
Supplies	707.45	
Equipment	- 0 -	
Uniforms	<u>2,248.50</u>	5,443.59
Balance July 1, 1983 - - - - -	- - - - -	- 0 -

WESTFORD ACADEMY 1983 GRADUATES

Class Officers

Mary Kate Hedderman, President	Leslee Ann Carroll, Secretary
Lisa Melville, Vice President	Alexia T. Michaels, Treasurer
*Leila Sharon Ahdab	Richard B. Day
Andrea L. Acorn	Donna J. DeCoff
MaryAnn H. Allen	Michelle K. Dehney
*Tammy C. Anderson	Eileen M. Delaney
Todd M. Anderson	Daniel J. DeLouchrey
Peter Baron	Richard J. Dennehy
Brandon E. Barrett	*Michael J. Desrochers
William A. Barton	Lori L. Deware
James Basinas	Sandra J. Diamond
David E. Bassett	Gregory S. Diette
*Mark A. Beaumont	Martha Doherty
Wesley W. Beckwith	Michael P. Donohoe
Raymond Belair, Jr.	Christopher T. Doolin
Stephen J. Belinsky	James P. Driscoll
Lisa M. Bennett	Cheryl A. Duggan
*Nancy E. Bergmann	Kimberly A. Dundas
John A. Bieren	Andrea E. DuPrie
Todd J. Bosselmann	Michael J. Dutton
Barbara A. Boucher	Jeffrey F. Eastman
Neil D. Boudreau	Andrea R. Eisenklam
Albert A. Boulanger	*Gregory M. Eliassen
Richard P. Bourque	Karen J. Farley
*Lisa R. Boyd	Diane M. Fidler
John F. K. Bradley	Brian Flanagan
Donna J. Breton	*Jo-Ann M. Flory
Dana Briggs	Cheryl E. Fournier
Jacqueline A. Brojan	Jacqueline L. French
Kurt W. Bruce	John W. Fultz
Frederic W. Brush	*Laura B. Funke
Diana L. Buckland	Robert J. Gagliardi
Any E. Buretta	Kelley A. Gallo
Steven B. Capine	Kimberly A. Gallo
Leslee A. Carroll	John R. Garside
Matthew Carroll	Robert L. Giese
Lesley A. Cederberg	Laura V. Godfrey
Eileen T. Chaffee	Michael Gorrell
Ronald R. Clermont	Gary A. Gorski
*Herbert S. Cogliano	Terence M. Gower
Robert R. Conklin	Lisa Grant
Maura T. Connell	Susan L. Graves
William J. Cook	*Richard Greel, Jr.
Denise Y. Coon	Heidi Jo Grimm
Caryn B. Coughlin	Janet M. Guillemette
Timothy Croft	Joellen Guthrie
Lisa M. Daly	Keenan D. Haley
Richard A. Davan, Jr.	Christopher J. Hall

Howard J. Hall  
 Steven F. Hamilton  
 Ann M. Hansen  
 Kim Haran  
 Scott M. Harkins  
 Ward Healy  
 Mary K. Hedderman  
 Warren Henderson, III  
 Kimberly A. Hickey  
 Stephen Holmes  
 James E. C. Houghton  
 Patricia M. Hovanec  
 Terri E. Hreha  
 Michael S. Ingalls  
 Beth A. Jackson  
 Jeff A. Jackson  
 Julie M. Jascewsky  
 Gail R. Johnson  
 Curt J. Johnston  
 Kathryn M. Johnston  
 Kurt A. Karlson  
 David M. Kavanagh  
 David A. Keele  
 Christine A. Keins  
 Stephen P. Kelley  
 Kimberly J. Kelly  
 Kimberly A. Kendall  
 \*Laurin A. Kinville  
 Charles J. Korsak  
 Daniel S. Kuczwara  
 Susan M. Labbe  
 Nancy L. LaCourse  
 Darlene T. Lagasse  
 Bruce J. Lambert  
 Patrick J. Lamy  
 Dana A. Lane  
 Diane Lansman  
 Ellen M. Latham  
 Ronnie LaVie, Jr.  
 Alice J. Lenox  
 Kristine M. Lesso  
 Kenneth N. Levesque  
 Craig A. Lobo  
 Amy R. Loring  
 Keith A. Lowrey  
 Lori A. Lussier  
 Joseph W. Magdalenski  
 \*Pamela J. Mahan  
 \*Thomas J. Mahanna  
 Linda Malinowski  
 Kelly A. Mallory  
 Lisa R. Martin

\*Elizabeth J. Matchett  
 \*Daniel P. McAuliffe  
 Michael McDowell  
 Thomas McEnaney  
 Dennis McEvoy  
 \*Tracy L. McIlwrath  
 James E. McIntosh  
 James J. McManus  
 Brenda L. McMaster  
 Cynthia L. McNayr  
 Sandra McNayr  
 Jose Medina  
 Chandra A. Meikle  
 Lisa Melville  
 Timothy J. Menzie  
 Lonny K. Merrill  
 Alexia T. Michaels  
 Donna J. Michaud  
 James G. Midgley  
 Brenna D. Milligan  
 \*Debra L. Mitchell  
 Colleen G. Moore  
 Antoinette Morales  
 Rebecca G. Morton  
 Brian Mueller  
 Kathleen A. Mullen  
 Judith A. Murphy  
 Lisa J. Murphy  
 Thomas F. Murphy  
 Paul F. Murray, Jr.  
 Victor Neal  
 John Neumayer  
 Susan J. O'Brien  
 Sharon E. Olson  
 Pamela J. Olson  
 Glenanne Oteri  
 Katja Paallysaho - AFS  
 Robert J. Pacini  
 Jody L. Palmer  
 Karen M. Pellegrino  
 Miguel A. Perozo - P.G.  
 Thomas G. Pipan  
 Brett J. Pomerleau  
 Babak Porooshani - P.G.  
 Michael V. Poulter  
 Alois P. Provost  
 Patricia Queenan  
 Gail M. Ramsay  
 Stephen J. Repoza  
 Damian Resnik  
 William F. Richards  
 William B. Rinehart



Michael D. Rogers  
 Michael S. Rogers  
 Robert C. Rohlf  
 James Russell  
 Susan A. Scaplen  
 Wesley E. Selfridge  
 Joseph A. Sheids  
 Julie A. Sloan  
 Frank M. Smith  
 \*Jennifer Smith  
 Michelle L. A. Snow  
 Deborah A. Snowdon  
 Robin M. Soucier  
 John A. Souza  
 Carol L. Spooner  
 Angela M. Stecchi  
 Gregory J. Stevenson  
 Kevin P. Sullivan  
 Sharyn C. Sundberg  
 Christina Swanson  
 Imre Szabo  
 Susan Szabo  
 Andrea M. Szylvian  
 Michael T. Taylor  
 Lisa M. Trout  
 David W. Trubey  
 Lynne M. Tucker  
 \*Marianne VanLeeuwen  
 Eric G. Vogelsang  
 Kathy A. Wade  
 Julie A. Walsh  
 Nancy A. Walsh  
 Kelly M. Welby  
 Bradford R. Welch  
 Pamela White  
 Russell J. Widmer  
 Robert E. Wilkie  
 Charles F. Williamson  
 Claude A. Williamson  
 J. Scott Winters  
 Mark E. Witts  
 \*Elaine F. Woodward  
 Michael W. Woznac  
 \*Juliet E. Young  
 John M. Zegowitz

\* National Honor Society

Class Advisors: Nancy Bergmann  
 Robert Maguire

PROGRAM

PROCESSIONAL: "Pomp and Circumstance" . . . . . Elgar

NATIONAL ANTHEM

INVOCATION  
Rabbi Terry Bard

SALUTATORIAN  
Marianne Van Leeuwen

PRESENTATION OF CLASS GIFT  
Chairperson, Senior Class Gift Committee . . . . . Leslee Carroll

ACCEPTANCE OF CLASS GIFT  
President of Class of 1984. . . . . Mark Mahanna

HONOR SPEAKER  
Laurin Kinville

CLASS SONG  
Kathryn Johnston) . . . . . Vocalists  
Pamela White )  
Tammy Anderson . . . . . Piano

VALEDICTORIAN  
Mark Beaumont

PRESENTATION OF AWARDS & SCHOLARSHIPS  
Trustees of Westford Academy Awards and Scholarships  
Presented by . . . . . Barbara Hildreth Parkhurst  
For Excellence in Art. . . . . Christina Swanson  
For Excellence in English. . . . . Laurin Kinville  
For Excellence in Latin. . . . . Leslee Carroll  
For Excellence in French . . . . . Laurin Kinville  
For Excellence in German . . . . . Juliet Young  
For Excellence in Spanish. . . . . Laurin Kinville  
For Excellence in History. . . . . Claude Williamson  
For Excellence in Science. . . . . Laura Funke  
For Excellence in Mathematics. . . . .Marianne VanLeeuwen

For Excellence in Home Economics . . . . .	Kimberly Kendall
For Excellence in Music. . . . .	Tammy Anderson
For Excellence in Industrial Arts. . . . .	Frederic Brush
For Excellence in Physical Education . . . . .	Tracey McIlwrath
For Excellence in Secretarial Science. . . . .	Kathryn Johnston

MOST WORTHY REPRESENTATIVES OF WESTFORD ACADEMY

Laurin Kinville - Class of 1983	David Toupin - Class of 1985
Monique Joyce - Class of 1984	Beth Ahern - Class of 1986

Principal William C. Roudenbush Memorial Scholarship	Elizabeth Matchett
First Lt. Jeffrey H. Peterson Memorial Award	Stephen Kelley
Arthur & Bertha Hildreth Memorial Scholarship	Richard Greel
Gordon B. Seavey Communications Scholarship	Jacqueline French
Frederick A. Fisher Scholarship	Laurin Kinville
Nabnasset Booster Club Scholarship	Thomas McEnaney
	Deborah Snowden
	Leslee Carroll
Richard Hall Memorial Scholarship	Andrea Szylvian
Ross/Hook Memorial Scholarship	Kathleen Mullen

Presented by . . . . . Barbara Hildreth Parkhurst

Elva Judd Rollins Award	Christina Swanson
Charles L. Hildreth Award	Michael S. Rogers

Presented by . . . . . Normand Godfroy

DAR Good Citizenship Award	Andrea Szylvian
DAR American History Award	Claude Williamson

Presented by. . . . . Bette R. Hook

Eric G. Hook Memorial Scholarship	Claude Williamson
Sarah H. Connolly Memorial Scholarship	Andrea Alcorn
Charles E. McGregor Memorial Scholarship	Barbara Boucher
American Field Service Scholarship	Elizabeth Bergmann
	Marianne VanLeeuwen

Newcomers Club of Westford	Laura Funke
Westford Education Association Scholarship	Brian Mueller
	Tracey McIlwrath
	Frank Smith

Shields Memorial Scholarship	William Cook
Westford Rotary Club Scholarship	Tammy Anderson
Westford Kiwanis Scholarship	Lisa Grant
	John Garside

H. E. Fletcher Social & Athletic Club	Tracey McIlwrath
Westford Academy Athletic Booster Scholarships	Michael Gorrell
	Kim Gallo
	Kelly Gallo
	Jacqueline Brojan
	William Cook



Westford Academy Athletic Booster Scholarships (Cont.)	Michael Desrochers
	Curt Johnston
	Kathleen Mullen
Westford Junior Women's Club Scholarship	Sharon Ahdab
	JoAnn Flory
Alpha Data Associates, Inc., Award	Christine Keins
Navy ROTC Scholarship	Mark Beaumont
GenRad Award	Marianne VanLeeuwen
Yearbook Clarion Award	Elaine Woodward
	Jennifer Smith
Forty Memorial Scholarship	Lisa Grant
	Andrea Alcorn
Lehan Memorial Scholarship	Thomas McEnaney
Brian Belleau Memorial Award	Daniel McAuliffe
Westford Lions Club Scholarship	Laura Funke
Westford Garden Club Scholarship	Andrea Szylvian
Kathy Mayer Memorial Scholarship	Laurin Kinville
National Honor Society Scholarship	Lisa Boyd
Nettie Stevens Scholarship for Environmental Science	Rebecca Morton
Westford Academy Student Council Scholarship	Andrea Szylvian
	Laura Funke
	JoAnn Flory
Digital Equipment Corporation Scholarship	Robert Pacini
Mattawanakee Post 6539 - VFW Scholarship	Brett Day
Westford Academy Faculty Scholarship	Lisa Boyd
	Lisa Grant
	Elizabeth Matchett
Gertrude Sorkin Memorial Scholarship	Pamela Olson
League of Women Voters Scholarship	Presidential Classroom Program
Industrial Arts Merit Award	Eric Vogelsang
Principal's Award	Andrea Szylvian

Presented by Joseph F. Lisi, Principal

ON BEHALF OF THE WESTFORD SCHOOL COMMITTEE

Congratulatory Remarks  
Everard Nicholson, Superintendent

AWARDING OF DIPLOMAS

Westford School Committee

WESTFORD ACADEMY ALMA MATER

Led by Elizabeth Matchett

To Thee, our Alma Mater dear,  
We raise our voices high in cheer,  
Our gratitude we would express  
And pledge to thee our faithfulness.

WESTFORD ACADEMY ALMA MATER (Cont.)

Built high on Tadmuck Hill so fair,  
By those whose mem'ry we revere,  
She stands a beacon light for youth  
To guide them in the way of truth.

In field of battle and in peace,  
We strive thy glory to increase,  
That ever shall dear Westford be  
An emblem of fraternity.

Words by Pauline Ferguson Cariford  
Music by Calkin

BENEDICTION

Reverend Michael C. Maguire

RECESSIONAL . . . . . Wagner

Played by Westford Academy Band, Blair Bettencourt, Director

CLASS MARSHALLS . . . . . Mark Mahanna, Deborah Preston  
CLASS COLORS. . . . . Light Blue and White  
CLASS FLOWER. . . . . Yellow Rose  
CLASS SONG. . . . . "Out Here On My Own"

RECEPTION FOR GRADUATES

Westford Academy Cafetorium  
Hosted by Class of 1985

In the 1982 Town Report, Sharon Delouchrey's name was inadvertently left off as Valedictorian of the Class of 1982. We are truly sorry.

# TEACHING STAFF

## WESTFORD ACADEMY

Joseph F. Lisi, BS, MED (Salem State)  
 Thomas S. Casey, Jr., BA, MED (St. Anselms, Fram. State)  
 Richard DiSimone, BS, MED (Salem State, Northeastern)  
 Mary Westcott, BS, MED (Salem State, Tufts Univ.)  
 Laurie Laba, BA, MED (Simmons College, Boston College)  
 Edward Walsh, BS, MED (Fitchburg State)  
 Michael Parent, BS (Fitchburg State)  
 Nancy Sears, BA, MA (Colby, Lesley)  
 Carolann Wais, AB, MA (Boston College, Fitchburg State)  
 Elaine McMahon, BS, MLS (Univ. Lowell, Univ. New York)  
 Arthur Bailey, BSED (Fitchburg State)  
 Peg L. Beck, BA, MED (Penn State, Univ. Pittsburgh)  
 Arlyss Becker, BA (St. Olaf College)  
 Nancy Bergmann, BA, MA (Univ. Florida)  
 Blair Bettencourt, BED (Mus), MED (Mus) (Univ. Lowell)  
 James Bogue, AM, MA, PhD (Harvard, Univ. Illinois)  
 Eva Brown, BA (Univ. New Hampshire)  
 Janet Bryant, BA (Univ. Maine)  
 Anna Burgoon, BS Ed, MA (Ohio Univ., UVM)  
 Nancy Burt, BS (Gordon College)  
 H. Earl Carlson, BS, MA (Salem State, Boston College)  
 D. Ann Carter, BS, MED (Salem State, Suffolk Univ.)  
 James Casserly, BA (Bridgewater)  
 William Cody, BS, MED (Salem State)  
 Andrew Coravos, BS, MED (Northeastern, Boston Univ.)  
 Janet Cunningham, BS (Univ. Massachusetts)  
 Nancy Douglass, BA (Wheaton College)  
 Albert Duffett, AB, MED (Salem State)  
 Joseph Freitas, BA, MS, MED (Fitchburg, Univ. Washington)  
 Edward Galotta, BS, MA (Boston College, Salem State)

## SERVICE SINCE

Principal Sept 1968  
 Housemaster July 1973  
 Housemaster Sept 1963  
 Guidance Cnslr/Coord. Sept 1970  
 Guidance Counselor Feb. 1978  
 Guidance Counselor Apr. 1970  
 Special Needs Teacher Feb. 1982  
 Special Needs Teacher Sept 1981  
 Special Needs Teacher Sept 1969  
 Librarian Mar. 1980  
 Industrial Arts Sept 1965  
 English Sept 1973  
 Art Nov. 1981  
 Spanish Sept 1976  
 Music/Band Director Sept 1970  
 Social Studies Jan. 1976  
 English Jan. 1973  
 Mathematics Oct. 1979  
 English Sept 1972  
 Physical Ed/Health Apr. 1980  
 Mathematics Sept 1966  
 Business Sept 1973  
 Science Sept 1975  
 Business, Dept. Head Sept 1964  
 Business Oct. 1968  
 Home Economics, Dept. Head Sept 1974  
 Latin Sept 1982  
 History Sept 1974  
 Science Sept 1974  
 Mathematics Sept 1971



Katherine Ganas, BS (Lowell State)	History	Sept 1981
Sally Haberman, BS (American Univ.)	Science	Sept 1964
Frederick Henrichs, BA, AM (Gordon College, Northeastern)	History, Dept. Head	Sept 1966
F. Davis Herbert, BA, MA (Carleton, Columbia, U. MASS)	French	Sept 1980
Priscilla Hughes, AB, MED (Middlebury, Boston State)	English	Sept 1971
Paul Janocha, BS, MED (Salem State)	Business	Sept 1968
Francis Joyce, BS, MED (Fitchburg State)	Industrial Arts	Sept 1959
Kevin Kane, BS (Salem State)	Business	Sept 1980
Michael Kelly, BS, MED (Boston College)	Chemistry, Dept. Head	Sept 1963
John Kent, BA, BFA (Stonehill, MA College of Art)	Art	Sept 1980
Frank Lewis, BS (Northeastern Univ.)	Physical Education	Sept 1977
Diane Lydon, BS (Univ. Massachusetts)	Home Economics	Sept 1982
Linda MacDonald, BS (Springfield)	Physical Education	Sept 1975
Robert Maguire, BA (Westfield State College)	History/Guidance Counselor	Sept 1979
James McNiff, AB, MLS (Boston College, Boston Univ.)	English, Dept. Head	Sept 1972
John G. Morris, BS (Springfield)	Physical Education	Sept 1968
Linda Morrison, BS, MED (Univ. Maine)	Home Economics	Sept 1969
Judith Murphy, AB, MAT (Radcliffe, Harvard)	History	Sept 1973
John Pawlak, BS, MED (Univ. Lowell)	Mathematics/Computer Sys Mgr	Sept 1976
Geraldine Penney, BS, MED (Salem State, Suffolk Univ.)	Business	Sept 1971
Leroy Pindara, BS, MED (Iowa State, Wayne State Univ.)	Physical Education Dept. Head	Sept 1972
Paul Poisson, BA, MMT (Salem State, Univ. Lowell)	Science	Sept 1974
Richard Prescott, BS, MA (Univ. Massachusetts)	Science	Sept 1964
Rosemarie Purtell, BS (Univ. Massachusetts)	French	Sept 1982
Robert Ricardelli, BS, MED (NE Missouri State, Fitchburg)	Industrial Arts, Dept. Head	Sept 1973
Christopher Saunders, BA (Stonehill College)	Reading/English	Sept 1979
Heidemarie Schobrunner, Fulbright Teacher	German	Sept 1982
Edward Scollan, Jr., BS, MED (Univ. Lowell)	History	Sept 1976
Claire C. Sheehy, BS (Salem State)	Business	Feb. 1980
Patrick Smith, BA, MA (Univ. Michigan)	English	Sept 1972
Thomas Smith, BS, MED (Salem State)	Business	Sept 1967
Robert Sobek, BS (Univ. Massachusetts)	Biology	Oct. 1965
Joseph Spadano, BS (Fitchburg State)	Mathematics	Sept 1979
Anne Stowe, BA, MED (Salem State)	Mathematics	Sept 1974
Cynthia Theriault, BA, MA (Salem State)	Mathematics, Dept. Head	Sept 1969

Patricia Tollefson, BA, MA (Concordia Univ. of Dubuque)	Mathematics	Sept 1981
Barbara Toohey, BA (Boston Univ.)	English	Sept 1981
Gloria Vogel, BA, MA (Univ. New Hampshire, Fitchburg)	English	Sept 1973
Sandra Whittemore, BS (Keene State)	Social Studies	Sept 1977

ABBOT MIDDLE SCHOOL

Richard E. Neal, BA, MEd (Brown Univ., Salem State)	Principal	July 1973
Carl Lyman, BS, MEd (Boston State, Tufts Univ)	Asst. Principal	Sept 1973
Martha Bentley, BA, MEd (UCLA, Northeastern)	Guidance Counselor	Sept 1972
Carol Fernsten-Lyman, BS, MEd (Fitchburg State)	Special Needs Teacher	Sept 1978
Mary Ellen Milne, BS (Fitchburg State)	Special Needs Teacher	Sept 1978
Thomas Pagel, BA, MA (Oakland Univ.)	Special Needs Teacher	Sept 1977
Garrett Barry, BS, MEd (Salem State)	Social Studies	Sept 1967
Adela Blackburn, BA, MEd (Denison Univ., Univ Lowell)	Language Arts	Sept 1965
Margery Clark, BS, MEd (Univ. Connecticut, Lesley)	Gifted/Talented	Sept 1982
John Doucette, BA, MEd (Univ. Massachusetts, Univ. Lowell)	Science	Sept 1973
Clenna Emery, BS, MEd (Marion College, Fitchburg)	Science	Sept 1973
Noreen Forbes, BS (Univ. Lowell)	Language Arts/Math	Sept 1974
Carolyn Geissler, B Mus, M Mus (N.E. Conservatory)	Strings	Sept 1966
Jeffrey Haight, BS (Univ. Maine)	Science	Oct. 1979
Janet Harrington, BA MEd (Framingham State)	Home Economics	Sept 1973
Christy Hawkins, BA (Eastern Illinois Univ.	Language Arts	Sept 1977
Cecily Howell, BS (MA College of Art)	Art	Sept 1980
Fun Lan Hung, BS (Suffolk Univ.)	Math	Oct. 1971
Glenice Kelley, RN, BS, MEd (Boston Univ.)	Health	Sept 1982
Robert Kennedy, BS, MEd (Univ. Lowell)	Language Arts	Sept 1969
Marsha Kistler, AB, MA (Univ. Michigan	French	Sept 1972
Christine Lightbody, BS (East Stroudsburg State)	Physical Education	Sept 1971
Richard Lydon, BA, MA (Univ. Massachusetts, Framingham)	Social Studies/Math	Jan. 1972
Robert Mancusi, BA, MEd (Univ Massachusetts, Univ. Lowell)	Math	Sept 1970
David Manseau, B. Mus. Ed (Boston Conservatory	Music/Band	Sept 1963
Lloyd Maranville, B. Mus, MEd (Univ. Lowell)	Music	Sept 1973
William O'Neil, BS, MEd (Boston Univ., Univ. Lowell)	Science	Sept 1970



Peter Pecorelli, BS, MED (Fitchburg State)	Math/Science	Sept 1971
Doris Popson, BA (SUNY at Albany)	Spanish	Sept 1981
Janet Veves, BA (Univ. Lowell)	Social Studies	Jan. 1982
Frederick Vona, Jr., BS, MA (Fitchburg, Ohio State)	Industrial Arts	Nov. 1981
Joan Woods, BS (Bridgewater State)	Language Arts/Social Studies	Sept 1957
David Yazbek, AB, MA (Merrimack, Univ. Lowell)	Mathematics	Sept 1967
Randolpy Young, BS, MED (Univ. Massachusetts, Boston State)	Physical Education	Sept 1970

# NORMAN E. DAY SCHOOL

Richard E. Neal, BA, MED (Brown Univ., Salem State)	Principal	July 1973
Ralph N. Drinkwater, BA, MED (Univ. MASS, Northeastern)	Asst. Principal	Sept 1960
Paul Taylor, BS, MED (Boston Univ. Suffolk Univ.)	Guidance Counselor	Sept 1966
Jane Boucher, BS, MED (Univ. MASS, Fitchburg State)	Special Needs Teacher	Sept 1982
Pamela McGovern, BS, MED (Fitchburg State)	Special Needs Teacher	Sept 1979
Paula Newell, BS, MED (Fitchburg, Worcester State)	Special Needs Teacher	Sept 1981
Joseph Barriero, BS, MED (Fitchburg State)	Language Arts/Social Studies	Dec. 1970
Karen Benedict, BA (Elmira College)	Mathematics	Sept 1974
Shelagh Brady, BA, MED (Emmanuel College, Fitchburg)	Language Arts/Science	Sept 1973
Margery Clark, BS, MED (Univ. Connecticut, Lesley)	Gifted/Talented	Sept 1982
Diane Clifford, BS (Fitchburg State)	Science	Sept 1976
James Coster, BA, MED (Gordon College, Boston State)	Social Studies	Sept 1968
Saverio DiLorenzo, BS, MS (St. Bonaventure, Rivier)	Science	Sept 1964
Vicki Epler-Fitzpatrick, BFA (MA College of Art)	Art	Sept 1976
Deborah Forbes, BA (Lowell State)	Social Studies	Sept 1972
Carolyn Geissler, B Mus., M. Mus. (N.E. Conservatory)	Strings	Sept 1966
Jean Haight, BS (Univ. Maine)	Home Economics	Sept 1980
Margaret Keltz, BS (Good Counsel College)	Science	Jan. 1980
Marsha Kistler, AB, MA (Univ. Michigan)	French	Sept 1972
Lloyd Maranville, B. Mus. MED (Univ. Lowell)	Music	Sept 1973
Suzanne McGrail, BA, MED (Salve Regina College, Boston C.)	Language Arts	Sept 1980
Doris Popson, BA (SUNY at Albany)	Spanish	Sept 1981
Kevin Regan, BS (Springfield College)	Physical Education	Sept 1979



Sarah Reynolds, BS (St. Lawrence Univ.)	Mathematics	Nov. 1981
Kevin St. Cyr, BA (Merrimack College)	Social Studies	Nov. 1979
Mary St. Onge, BA (Merrimack College)	Math/Science	Sept 1970
Nancy Sandock, BS (Westfield State College)	Physical Education	Sept 1980
Marilyn Scott, BS, MEd (Bridgewater State, Fitchburg)	Math/Science	Jan. 1976
Robert Shepherd, BS, MEd (Northeastern, Univ. Lowell)	Language Arts	Sept 1967
Gregory Wadleigh, B.Mus (Lowell State)	Instrumental Music	Sept 1980
Philip Weinshenker, BA, MEd (Univ. Wisconsin, Univ. Lowell)	Social Studies/Science	Sept 1973
Nancy Whitton, BS, MEd, PhD (Lowell State, Boston College)	Language Arts	Sept 1976

### CAMERON SCHOOL

Rita E. Miller, BS, MEd (Univ. Lowell, Rivier)	Principal	Sept 1939
Sue Bozman, BFA (American Univ.)	Art	Jan. 1980
Marcia Brown, BA (Univ. Massachusetts)	Grade 2	Sept 1963
Maureen Connors, BS, MEd (Bridgewater State)	Grade 3	Sept 1963
Pamela Flavel, BS (Univ. Lowell)	Grade 1	Sept 1976
Carolyn Geissler, B. Mus., M. Mus. (N.E. Conservatory)	Strings	Sept 1966
Cathleen MacQuarrie, BS (Fitchburg)	Special Needs Teacher	Sept 1982
Jacqueline McDonald, BS, MEd (State Univ. at Fredonia)	Speech Pathologist	Sept 1979
Alice McIntosh, BS (Boston Univ.)	Kindergarten	Sept 1970
Lydia Seif, BA, MEd (Michigan State, Boston Univ.)	Counselor	Sept 1978
Kathleen Zemaitis, BS (Plymouth State)	Physical Education	Sept 1980

### FROST SCHOOL

Rita E. Miller, BS, MEd (Univ. Lowell, Rivier)	Principal	Sept 1939
Beverly Anderson, BS, MEd (Univ. Lowell)	Grade 3	Sept 1970
Sue Bozman, BFA (American Univ.)	Art	Jan. 1980
Margaret Donahue, BA, MEd (Emmanuel College, Boston Univ)	Counselor	Sept 1977
Marilyn Frank, BA, MEd (Hunter College, Wheelock College)	Grade 1	Sept 1970
Ruth Irvin, B. Mus. (Lowell State)	Music	Sept 1969

Jane Jurgeleit, BS (Boston State)	Grade 5	Sept 1978
Barbara Manuel, BM, MA (N.E. Conservatory, Univ. Maine)	Grade 4	Sept 1968
Sandra Martinez, BA, MEd (Carroll College, Wright State)	Special Needs Teacher	Sept 1976
Shirley Oliver, BS, MEd (Univ. Lowell, Rivier College)	Grade 2	Sept 1940
Kathleen Zemaitis, BS (Plymouth State)	Physical Education	Sept 1980

# NABNASSET SCHOOL

Henry J. Leyland, BA, MEd (Merrimack College, Rivier)	Principal	Sept 1956
Donald Babin, BA, MEd (Salem State)	Grade 5	Sept 1966
Elizabeth Bagas, BS, MEd (Univ. Lowell)	Grade 3	Sept 1969
Karen Bettencourt, BS (Oregon State)	Kindergarten	Sept 1971
Frank Bishop, BS (Boston Univ.)	Physical Education	Sept 1967
Sue Bozman, BFA (American Univ.)	Art	Jan. 1980
Cheryl Campbell, BS (Lesley College)	Special Needs Teacher	Feb. 1982
Beverly Cancellla, BS, MEd (Univ. Lowell, Northeastern)	Grade 2	Sept 1966
Elizabeth Chachus, BS, MEd (Univ. Lowell, Rivier)	Grade 4	Sept 1955
Joyce Coughlin, BS (Fitchburg State)	Grade 2	Sept 1971
Margaret Geary, BS, MEd (Regis College, Boston Univ.)	Grade 3	Sept 1965
Nancy Gill, BS (Univ. Lowell)	Grade 4	Sept 1972
Jeannine Haberman, BS, MEd (Univ. Lowell, Rivier College)	Special Needs Teacher	Sept 1979
Ruth Irvin, B. Mus (Lowell State)	Music	Sept 1969
Ann Kirk, BS (Lowell State Univ.)	Grade 1	Sept 1964
Kathleen Pacsay, BS (Lowell State Univ.)	Grade 4	Sept 1972
Joseph Parrino, BS, MEd (Queens College, Salem State)	Grade 5	Sept 1967
Rose Quillan, BS (Albertus Magnus)	Grade 1	Sept 1962
Jean Rubinstein, BS, MEd (Brooklyn College, Univ. Lowell)	Chapter I Director	Sept 1978
Lydia Seif, BA, MEd (Michigan State, Boston Univ.)	Title VIB Counselor	Sept 1978
Marilyn Sheridan, BS, MEd (Univ. Lowell)	Grade 3	Sept 1966
Loretta Veracka, BS, MEd (California State, Univ. Virginia)	Special Needs Teacher	Sept 1974

ROBINSON SCHOOL

Kenneth L. DeBenedictis, BS, MEd CAGS (Northeastern, BU)	Principal	Sept 1968
Darryl Alexa, BS (Lowell State)	Intermediate	Sept 1970
Louise Allshouse, BS, MEd (Univ. Pittsburgh, Fitchburg)	Special Needs Teacher	Sept 1981
Kathleen Archibald, BS (Univ. Lowell)	Primary	Sept 1973
Robert Atkinson, BS, MEd (Boston Univ., Northeastern)	Special Needs Teacher	Sept 1974
Ellen Barry, BS (Univ. Lowell)	Intermediate	Sept 1968
Joyce Cederberg, BS (Univ. Lowell)	Primary	Mar. 1969
Judith Daly, BS (Univ. Vermont)	Intermediate	Jan. 1980
Margaret Donahue, BA, MEd (Emmanuel College, Boston Univ.)	Title VIB Counselor	Sept 1977
Donna Dufour, BS, MS (Fitchburg State)	Intermediate	Sept 1973
Cathleen Estep, BA, MEd, CAGS (Rosemont, Boston Univ., BC)	Special Needs Teacher	Sept 1980
Leola Foden, BA (Boston Univ.)	Special Needs Teacher	Sept 1967
Kathleen Gendron, BA, MEd (Rivier College)	Primary	Sept 1974
Kenneth Gerken, BA, MEd (Roanoke, Fitchburg)	Physical Education	Sept 1969
Ruth Guild, BS, MEd (Bridgewater State, Northeastern)	Primary	Sept 1967
Wanda Hall, BS (Lowell State)	Intermediate	Sept 1976
Charlotte Jeltsch, BA, MEd (DePaul Univ., Northeastern)	Primary	Sept 1966
Barbara Joki, BA (Univ. Massachusetts)	Art	Jan. 1968
Gertrude Kalinen, BS, MEd (Fitchburg State)	Primary	Sept 1968
Joan Kavanagh, BS (Univ. Lowell)	Primary	Sept 1972
Barbara Keenan, BA, MEd (Univ. New Hampshire, Rivier)	Primary	Sept 1972
Linda Lemire, BS (Univ. Lowell)	Primary	Sept 1970
Joan Leyland, BS, MEd (Lowell State)	Intermediate	Sept 1967
Virginia Lovett, BS, MEd (Lesley College, Plymouth State)	Kindergarten	Sept 1970
JoAnn Menzia, BS (Univ. Lowell)	Primary	Sept 1970
Florence Michaelides, BS (Univ. Lowell)	Intermediate	Sept 1970
Mary Mourtzinis, BS (Salem State)	Intermediate	Sept 1969
Janice Nickerson, B. Mus. (Lowell State)	Music	Sept 1970
Janet Stoddard, BA, MEd (Mt. Holyoke, Tufts Univ.)	Intermediate	Sept 1969
Mary Surprenant, BS (Suffolk Univ.)	Primary	Sept 1972
Francine Tillman, BS (Rhode Island College)	Primary	Sept 1979
Beverly Vidoli, BA (Stonehill College)	Primary	Sept 1975
Gail Wilson, BA, MEd (Mt. Holyoke College, Fitchburg)	Intermediate	Feb. 1973
Susan Yetten, BS (American International College)	Intermediate	Sept 1975



CENTRAL OFFICE STAFF

Everard Nicholson, BS, MEd, PhD (Univ. Pennsylvania)	Superintendent	July 1982
John A. Crisafulli, BS, MEd, DEd (Boston Univ., Nova Univ.)	Asst. Superintendent	July 1973
Doris Santaguida, (Northeastern University)	Transportation/Food Service	Aug. 1966
Kenneth Sargent, BS, MEd, CAGS (Boston Univ.)	Admin. Special Ed	Sept 1971
Jane Coleman, BS, MEd, DEd (Springfield, Boston Univ.)	School Psychologist	Sept 1970
Alma Swartz, BA, MEd (Univ. Massachusetts, Tufts Univ.)	School Psychologist	Dec. 1980
Nancy Ferraro, BA, MEd (Boston College)	Team Chairperson	Sept 1981
Bruce Cohen, BA, MA, PhD (Merrimack, Univ. W. FA, Univ. CT)	Testing Supervisor	Nov. 1981
Dawn Brine, BS. MEd (Salem State, Northeastern)	Speech Pathologist	Oct. 1981
Catherine Pawliczek, BA, MA (Univ. Massachusetts)	Speech Pathologist	Sept 1974
Jacqueline McDonald, BS. MEd (State Univ. at Fredonia)	Speech Pathologist	Sept 1979
Margaret Donahue, BA, MEd (Emmanuel College, Boston Univ.)	Title VIB Counselor	Sept 1977
Lydia Seif, BA, MEd (Michigan State, Boston Univ.)	Title VIB Counselor	Sept 1978
Christine Becker, BS, MSW (Boston Univ., Boston College)	Psychiatric Social Worker	Sept 1980

NASHOBA VALLEY TECHNICAL HIGH SCHOOL  
Serving the Towns of Chelmsford, Groton, Littleton, Pepperell, Shirley, Townsend and Westford

DISTRICT SCHOOL COMMITTEE

Robert Manning, Chairman	Shirley
Stratos Dukakis, Vice-Chairman	Chelmsford
William Buxton, Secretary	Pepperell
Jane Barry	Groton
Randolph Brumagim	Chelmsford
Augustine Kish	Littleton
Irene Machemer	Townsend
Charlotte Scott	Westford
David Snow	Chelmsford
Cecile Stefanski	Westford

ALTERNATES

Harvey Atkins, Jr.	Littleton
Kevin Finnegan	Westford
Edward Mitchell	Townsend
L. Peter Noddin	Shirley
Jordan Waugh	Groton
Paul Wright	Pepperell
To be appointed	Chelmsford

ADMINISTRATION

Bernholdt Nystrom	Superintendent-Director
Charles Valera	Assistant Director/Principal
David McLaughlin	Assistant Director/Vocational
Paul Royte	Director of Pupil Personnel
Thomas Eng	Dean of Students

For the fourth consecutive year, the Nashoba Valley Technical High School District plans to maintain a level assessment. This will be accomplished through additional state aid, the utilization of federal, state and local reimbursements and the maximization of our investments by our Treasurer, Thomas St. Germain.

With more and more students opting for vocational training, we feel confident that the school district will be able to maintain its full capacity enrollment of 850 students. Over the past decade, the record of employment for our graduates has averaged over 95%. Each year qualified seniors may elect to take advantage of our Co-op Training Program which allows senior students to work in industry during their shop weeks and receive valuable training in their chosen fields as well as a salary.

Nashoba Valley Technical High School is accredited by the New England Association of Schools and Colleges, Inc. and provides its students with on-the-job training, saleable skills, co-op program, high school diploma, trade certificate and an opportunity for further education and job placement.

The following programs are offered at Nashoba Tech:

Technical Programs

Air Conditioning/Refrigeration  
Auto Body  
Automotive  
Baking  
Carpentry  
Culinary Arts  
Data Processing  
Drafting  
Electrical

Electronics  
Horticulture/Landscaping  
Machine  
Medical Occupations  
Metal Fabrication  
Painting and Decorating  
Plumbing and Heating  
Printing  
Welding

Academic Programs

English  
Social Studies  
U.S. History  
Consumer Education  
General Mathematics  
Algebra

Geometry  
Trigonometry  
Advanced Mathematics  
Biology  
Physics  
Chemistry

How to Start Your Own Business

In addition to the technical and academic programs, a full Inter-scholastic Athletic Program is offered to the students.

Enrollment as of October 1, 1983

Chelmsford	239
Groton	78
Littleton	77
Pepperell	105
Shirley	82
Townsend	75
Westford	202
Tuitioned	3
Total	861



## TOWN AIDE REPORT FY1982-1983

The Town Aide acts as a liaison and an agent assisting and coordinating the delivery of social services to the elderly and the low income residents of the town of Westford, as well as provides information and referral assistance and administers all programs and services of Community Teamwork, Inc. and the Elder Services of the Merrimack Valley Home Care Corporation. Community Teamwork, Inc. is the local Anti-poverty Agency for Westford and the Elder Services Home Care Corp has been designated as the Area Agency on Aging for the Merrimack Valley which is known as Region VIII on the State level and Westford is one of the 23 cities and towns encompassed.

Headstart is a federally funded pre-school child development program for three to five year olds. Applications are available through this office. Direct services are given to the child and to his or her whole family and parent involvement is one of the most important concepts of the program. Class size is limited to 20 children who attend Headstart classes four hours per day, four days per week with a weekly field trip on the fifth day. Transportation by small busses is provided to and from school. Children receive a light breakfast and usually a hot lunch. Children with handicaps or learning disabilities are accepted, and given all special services available to bring them up in skills.

We have three programs under ACTION which is a federal agency formed by combining several existing federal volunteer programs. It was established in July of 1971 and is composed of the following programs: Foster Grandparents, Retired Senior Volunteers, Peace Corps, Vista, Service Corps of Retired Executives, Active Corps of Executives and University Year for Action. In Westford, the Town Aide has implemented three of these programs namely--Foster Grandparents Program, the Senior Companion Program and the Retired Senior Volunteer Program.

Foster Grandparents Program has ten seniors who are stationed in Cameron, Frost, New Nabnasset and Robinson schools where they have given 7216 hours serving the needs of kindergarten youngsters. Volunteers serve 20 hours a week following 40 hours orientation and inservice training. A small stipend is provided to cover any out-of-pocket costs involved for the Seniors.

The Senior Companion program provides friendly visitors for the isolates in town. Each Senior companion visits the same people each week at the same time every day. (Our Senior Aides have a broader field in that they visit all the elderly just to see if they have any unmet needs). Our Senior Companions at the moment are four in number and this past year have logged 2872 hours with shut-ins. For this, they put in 20 hours a week and receive a small stipend. They have enhanced the lives of 18 people and made them a little less lonely.

The Retired Senior Volunteer Program offers people over 60 years of age new and varied opportunities for part-time volunteer service to the community. Authorized in 1969, operational in 1971, the program was first administered by the Administration on Aging in the Department of Health, Education and Welfare. Qualifications are that a person be 60 or over, in good health. There are no income or educational requirements needed to participate in this program. Areas of work are schools, parks, museums, hospitals, libraries, nursing home, etc. Any place where human help is needed to make for better operations. These volunteers do not receive any stipend but are reimbursed mileage as we feel they should not be out of pocket especially since they do live on a fixed income. At the moment, we have seven volunteers in Westford.

Neighborhood Youth Corps was originally funded by the Department of Labor in the summer of 1965 for economically disadvantaged youngsters in a work-training program in many public and private non-profit agencies. Youngsters work from 10 to 30 hours a week for the minimal federal wage as clerks, typists, bookkeepers, receptionists, library aides, teacher aides, maintenance aides, painting aides, health aides, environmental aides, and a variety of other career oriented placements. Neighborhood Youth Corps has been cited by the U. S. Congress, as well as the Department of Labor, as being one of finest in the country due to its innovative programs, service to the community, and its economic proficiency. The impact of the community because of Neighborhood Youth Corps, though difficult to measure, is a positive force in utilizing youth's unbridled energy in understandable and dignified work experience. It can be stated unequivocally that it has a definite meaning in terms of effect on family income, economic impact on local businesses, not to mention the pride of accomplishment, increase of confidence and positive attitudinal changes in behavior. Westford employed 35 youngsters last summer who earned \$32,660.00 during the summer months. We also have very limited number of youngsters who work during the winter with the After-School Program as well as an Out-Of-School Program where they are obligated to attend classes to get their high school diploma. This year the CETA office at 10 Kearny Square operated this program instead of Community Teamwork, Inc. and that office has a representative every third Thursday at the Town Hall to interview applicants.

The Vocational Advancement Through Skills Training (V.A.S.T.) program was designed to prepare individuals lacking in skills for careers in a number of fields through a comprehensive system of supportive services and classroom instruction. A total of 62 slots is maintained, divided among the following training areas: Machine Shop, Food Service Electronics, Clerical, Word Processing Instruction, and Welding. In addition to skills training, V.A.S.T. provides supportive services which include Job Related Education, transportation, job development, career



counseling and follow-up assistance. As slots become available, participants are referred by the Central Intake Unit at CETA for further assessment, a process which always includes an interview and as needed additional testing for entry into particular shops. It is also mandatory that an enrollee attend G.E.D. classes if he or she does not have a high school diploma. A stipend of ten dollars a day is paid to the enrollee with an incentive bonus of ten dollars if he or she has perfect attendance and never tardy. Placement and follow-up services continue for 90 days after termination from the program. Anyone who obtains a job and then loses it or leaves within that period can contact the Skill Center for job search assistance. Westford only had five people go through the Skill Center last year but with Nashoba Technical High School available, this town doesn't have that large a market for this kind of training.

The Energy Assistance Program is now in its seventh year and has experienced exceptional growth in its services to low-income residents of Westford. This program evolved out of a bargain struck by legislators when they agreed to decontrol oil. Legislators realized that, following decontrol, the cost of home-heating oil would climb far beyond the financial reach of most low-income and elderly citizens. To ease the staggering burden of fuel costs, the Federal Fuel Assistance Program was established and Congress passed the Windfall Profits Tax to tax the oil companies' excess profits. Every time one hundred dollars is spent for home-heating oil, about three dollars goes back to the government for the support of the Fuel Assistance Program. Also due to both federal and state regulations, the manual was very complex this past year and also included an extensive bulk oil purchase program which clients who met the federal level of service were plugged into. The elderly families served this past year totaled 254 and received \$87,281.53 in assistance and the non-elderly families numbered 93 and received \$53,527.72 for a grand total of \$140,809.25. Also included in last year's energy programs were 15 "No-cost, Low-Cost" weatherization kits which consisted of plastic storm windows, calking compound, water widgets, shower stoppers, outlet covers and weatherstripping for doors and windows.

From the U.S. Department of Agriculture, Westford received surplus Processed American Cheese and Butter which we distributed to qualifying households in the amount of 5400 lbs. of cheese and 2112 lbs. of butter. The same income criteria used by the Fuel Program was also used in administering this program.

Community Teamwork, Inc. offers three programs for families which are the Protective Service Family Day Care and this provides play care for protective service clients in that it stimulates educational, emotional, social and physical growth of the child from infant to six years. Program capacity is limited to 20 and hours vary between 6 a.m. and 5:30 p.m. (2.) Emergency Shelter provides temporary (30 days Maximum) foster



care for children unable to remain with parents. CTI worker must determine the situation to be of an emergency nature and there is no fee charged. (3) Children in Need of Services (CHINS) Emergency Shelter provides temporary (30), 24 hour foster care for teenagers who have been processed through the courts and determined to be in need of service. Teenager must have been referred by the Social Worker from the Department of Welfare.

Section 8 Housing Assistance is an assistance payments program to reduce the rent of eligible tenants to 25% of their income. Balance paid on behalf of tenants by Community Teamwork, Inc.

Agency Advocacy program co-ordinates efforts in the areas of welfare, energy, food stamps, consumer complaints, and alcoholism. A full time staff person is also working as a mediator for protection of the consumer in all these areas.

Program under the Elder Services of the Merrimack Valley, Inc. are five in number and available to anyone 60 years and over. The Supportive Homemaker program is administered by the Family Services of Greater Lowell and is based on the Supportive Homemaker model of Home Health Services of Northern Essex, this program will offer para-professional support for elders who are experiencing emotional problems significant enough to alter their ability to function independently. Homemakers receive specialized training and both individual and peer supervision. Homemaker hours must be authorized by ESMV case managers after the Town Aide has made the initial interview and referral. The program expands the capabilities of the mental health system by the utilization of the para-professional. Also under the family services is the Protective Service Program and since 1978, the Protective Service Program has been providing help to the isolated, frail elders who are resistant to help and have been considered by others to be in a situation that may be physically or psychologically dangerous. Each agency employs a Master's level social worker on a part-time basis.

Merrimack Valley Legal Service Program has been operational since 1978 to serve elders with legal problems. Priorities for service include: health care, housing utilities/energy, property, consumer/financial, transportation and government benefits. Three attorneys and senior aide paralegals compose the staff. The attorneys are housed in Lowell, but arrange meetings with clients at community or in home sites. Town Aide does the intake and referral for this program.

Geriatric Nursing Services Program continues to offer health screening clinics, monitoring, maintenance and education at community-based clinics, at-home visits by R.N.s and home health aides. Barbara Campbell, R.N. conducts all clinics while home visits will be provided by staff nurses based on geographical assignment. This allows for continuity of care for

a client regardless of the funding source. Well-Oldster clinics as they are known in Westford are held in all sections of town during the fourth week of each month.

Guardianship/Conservatorship Program is a private non-profit corporation whose sole purpose is to serve as a conservator or guardian of older persons and other adults who are unable to handle their personal or financial affairs due to mental or physical disability. GSI will seek the most unrestricted plan to meet the needs of clients. Once the court has ruled the resolution, a GSI case worker will carry out the necessary day-to-day activities. Network agencies may utilize GSI for phone consultations and training sessions are available.

In all of the previous programs that are administered through the Town Aide, the least being just plain information and referral to anyone who telephones, I have an enormous number of "walk-ins" who come to make applications for the particular program he or she may qualify for. The actual filling out of the application is very time-consuming due to the fact that many documents must be procured to verify data and eligibility. It is also a very frustrating time for applicants who have a multitude of other worries and are usually a little unsettled in their time of need. Another facet of the office is the supervision of the Senior Companions and Senior Aides. Keeping abreast of all programs and activities, compiling information, set-up layout and typing of the Council on Aging Bulletin is also under the jurisdiction of the Town Aide.

Respectfully submitted,

*Helena M. Crocker*

Helena M. Crocker  
Town Aide

## VETERANS' SERVICES

Veterans' Services according to the laws of the Commonwealth of Massachusetts is to the veterans and their dependents. Its basic concept creating fiscal assistance to veterans and their dependents had its roots in legislation established in 1861 according to Chapter 115 of the General Laws of the Commonwealth. The law has been recordified strengthened and amended following each war in order to include each and every veteran. Therefore every veteran has a right to be served with dignity and courtesy whenever he finds himself in need. In the FY 1982-1983 we serviced eighteen direct cases and the expenditures were as follows:

Ordinary Benefits	\$18,838.79
Medical Assistance	2,771.72

Returned to the Town	\$ 8,389.49
Annual Federal awards	8,477.15
Reimbursements on Assignments	803.25
Burials	350.00
Retro	5,753.96
State Reimbursement-FY 82-83	14,390.07

As Veterans' Agent, I am a member of the Massachusetts Veterans' Services Association and of the Middlesex County Veteran's Service Agents Association and Westford's Human Services Board.

This year I was also elected to serve on the Massachusetts Ethics Committee for the Veterans Services of the Commonwealth and one of the first women ever appointed to serve on the Massachusetts Advisory Board to the Commissioner of Veterans Services.

Respectfully submitted,

*Helena M. Crocker*

Helena M. Crocker  
Veterans' Agent

Robert P. Tierney  
Director of Veterans' Services



## COUNCIL ON AGING REPORT FY 1982-1983

Westford's Council on Aging shall continue to co-operate with the Commonwealth of Massachusetts Commission on Aging and shall be cognizant of all State and Federal legislation concerning funding, information exchange and program planning which exists for better community programming for the elderly.

With all the budget cuts on both the State and Federal level, we had a waiting list for homemaking services for the first time in 18 years due not only to the higher costs involved but people are living longer and more and more people are in that age bracket of 65 years and up. In case of Westford seniors, we were able to manage this year by utilizing the Respite Care Program and the valuable hours donated by volunteers. The only problem is that we do not have nearly enough volunteers who can cover five full days and in the case of an isolate who needs daily care and supervision, this is necessary. You can't push a button and put a sick person on "hold". This year also found us with an enormous requests for Meals on Wheels and we simply do not have enough drivers to deliver them to the outlying sections of Westford which in some cases is eight miles from the meal site.

The Nutrition Program (hot lunch) and Meals on Wheels are under the capable management of Jeanne and Jim Mungovan and are held at the Elks Hall in Forge Village five days a week (Mon through Friday) at 11:45 a.m. Reservations are requested to insure ample food at least 48 hours in advance by calling 692-4480 between 10 a.m. and 12 noon. Transportation is available for a small fee by calling 448-2071.

Well-Oldster clinics are conducted one day a week in all sections of the town by the Nashoba Associated Boards of Health and the Lowell Visiting Nurses Association. Council sponsors a Podiatry Clinic once a month on the third Thursday at the Roudenbush Clinic. This year a Hearing Clinic was started and is held on the second Monday of each month. These clinics are all free of charge for anyone 60 or over.

Golden Age Club meets on the last Monday of each month at the Franco American Hall on West Prescott Street, Forge Village at noon. Helen Desmond was the President of the club--all seniors are welcome. Dorothy Lorentzen is the new President.

Elder Services of the Merrimack Valley are doing a fantastic job in spite of budget cuts to continue to serve us with

Home Care and in supplying the funds for the Senior Aides. At this time, we would like to extend our best wishes and appreciation to Ruby Regan who resigned to work with Respite Care. Livia (Lil) DeMarino replaced Ruby and has been invaluable in reaching our elderly shut-ins and isolates. Claire Westwood is also a Commonwealth Service Corps Senior Aide. These senior aides provide a vital link between the isolates and services for us.

"Call-A-Bus" our door-to-door roadrunner still provides limited transportation to medical facilities, nutrition sites, shopping and friendly visiting trips. We remind everyone that ample time must be given to the dispatchers to allow for a smooth-running schedule. Medical trips to Boston can be arranged by calling the Roadrunner. While it isn't the best system in terms of waiting time for people who are ill, it is the best we can offer with limited funds.

In addition to the Call-A-Bus program, we would like to remind all seniors that they are welcome to use the weekly free shopping bus every Friday morning which is donated by Mr. Leo Kahn of Purity Supreme Markets. This is the seventeenth year he has provided this bus.

Community Teamwork, Inc. of Lowell has increased our Senior Companions to four senior citizens who make regularly scheduled visits to 18 of our elderly shut-ins. Under this program, the Senior Companions provide friendly visits to the same people every week either on a one hour a day every day or two hours two or three times each week. They do not perform household chores but are allowed to make a cup of tea, coffee, etc. and a sandwich for the client they are visiting. Some of them play checkers, cards or other games and also write letters or cards if the person so desires.

This year we applied for a State Council on Aging Formula Grant and received \$1172.00 to be used toward starting programs for the Tadmuck Senior Center which should be in gear during the coming year. The fund raiser held last December netted \$900 which will be used to defray the operational costs when we officially open. On behalf of the elders of Westford, we sincerely thank the members of the Tadmuck Club for the generous gift of their building to the town for use as a Senior Center by the Council on Aging.

We would like to express our appreciation to Ruth Hendrickson one of our senior aides stationed with the Respite Care program who resigned this year. She has been replaced by Gladys Workman. Joan Connell, R.N. and Executive Director of the Respite Care Program has done a marvelous job once again servicing Westford Elders in need of care.

Community Teamwork, Inc. has provided our local schools with ten Foster Grandparents who assist teachers in the kindergarten and lower grades with children who need that little extra personal attention to keep them up with the rest of the class. The Foster Grandparents have given 7,276 hours this year to the school department. While speaking about the Foster Grandparents Program, we would like to thank the H. E. Fletcher club members for their wonderful Recognition Banquet they served free of charge to the Foster Grandparents, Senior Companions, and the Retired Senior Vounteers last year at their social club.

At Christmas time, the teachers and students of the Fourth grade at Robinson School once again gave Christmas Presents to the elderly shut-ins instead of to each other. We were able to send one in each Meal on Wheels that went out as well as to many others who were so pleased that someone remembered them at what could be for many--a very lonely time of the year when they have out-lived other family members.

Under expenditures the Council was able to sponsor nine recreational trips to many interesting places of interest: \$3189.80. Fourteen clinics: Health and Nutritional Program: \$1500.00. General Program and contractual services: \$1198.81. Dues Mass. Older Americans Assoc: \$20.00 and Office Supplies: \$39.39. Total appropriation: \$5928.00.

Respectfully submitted:

Carl G. Lyman, Chairman  
Helena M. Crocker  
Horace Wyman  
Cecilia Healy  
Veronica Sullivan



REPORT OF THE WATER DEPARTMENT  
JULY 1, 1982 - JUNE 30, 1983

RECEIPTS:

WATER RATES  
GUARANTEE DEPOSITS (Services)  
GUARANTEE DEPOSITS (Extensions)  
ADDITIONAL SERVICES & MISCELLANEOUS  
INTEREST

\$288,902.38  
45,784.50  
49,269.99  
25,171.08  
153.93  
\$409,281.88

EXPENDITURES:

WAGES and SALARIES  
PIPE and SUPPLIES  
MAINTENANCE and OPERATION  
REFUNDS:

\$131,509.85  
44,984.87  
106,850.45

WATER RATES  
MISCELLANEOUS  
EXTENSIONS (Deposit Accounts):  
COSTS THROUGH 6/30/83  
LESS ACCOUNT BALANCES 7/1/82  
REFUNDS

\$ 74.75  
117.10

191.85

\$39,492.36  
4,114.44

\$35,377.92  
10,189.83  
3,702.24

ACCOUNT BALANCES 6/30/83  
CAPITAL OUTLAY:

49,269.99

TRUCK

12,849.00

PAYMENTS ON LOANS:

WATER LOAN - PURCHASE WATER COMPANY  
FRANCES HILL STANDPIPE and GRAVEL  
PACKED WELL, FORGE VILLAGE ROAD

\$10,520.00

17,343.75

\$373,519.76

WATER SURPLUS

\$ 35,762.12

EXTENSIONS (Guarantee Deposits)

ROUTE 110 EXTENSION (CUMAC, Inc.)

Deposit		
Expenses:	Pipe & Installation (G.P. & D., Inc.)	
	Supplies	\$ 6,650.00
	Police	4,990.20
	Pressure test & disinfect	686.17
	Refund	295.00
		<u>9,244.03</u>
		\$21,865.40

BUCKINGHAM DRIVE EXTENSION (Aubrey D. Acker, Inc.)

Deposit		
Expenses:	Pipe	
	Supplies	\$ 6,962.01
	Labor	5,594.53
		<u>280.00</u>
		\$12,836.54

SPRUCE ROAD EXTENSION (Zaher Construction)

Deposit		
Expenses:	Pipe	
	Supplies	\$ 1,960.00
	Pressure test & disinfect	1,130.78
	Labor	315.00
		<u>129.52</u>
		\$ 3,535.30

ENDMOOR ROAD EXTENSION (Janick, Inc.)

Deposit		
Expenses:	Pipe	
	Labor	\$ 270.00
		<u>124.50</u>
		\$ 394.50

SUNNY MEADOW LANE EXTENSION (Sunny Meadow Homes, Inc.)

Deposit		
Expenses: Pipe	\$ 5,533.40	\$10,638.25
Supplies	2,054.25	
Pressure test & disinfect	665.00	
Labor	612.00	
Account balance June 30, 1983	1,773.60	
	<u>\$10,638.25</u>	

RIVER STREET EXTENSION (Contractors Unlimited, Inc.)

Account balance July 1, 1982	\$ 941.68	\$ 941.68
Account balance June 30, 1983		

VILLANOVA DRIVE EXTENSION (DECA Corporation)

Account balance July 1, 1982	\$ 51.36	\$ 51.36
Refund		

MELISSA DRIVE EXTENSION (Fieldstone Realty Trust)

Account balance July 1, 1982	\$ 207.84	\$ 207.84
Account balance June 30, 1983		

FIELDSTONE DRIVE EXTENSION (Fieldstone Realty Trust)

Account balance July 1, 1982	\$ 419.88	\$ 419.88
Account balance June 30, 1983		

OAK HILL ROAD EXTENSION (Gary R. Paquin, Inc.)

Account balance July 1, 1982	\$ 359.24	\$ 359.24
Account balance June 30, 1983		

ROUTE 110 EXTENSION (Charles Korsak)

Account balance July 1, 1982	\$ 295.00	\$ 680.40
Expenses: Pressure test & disinfect	385.40	
Refund	<u>680.40</u>	



GROTON ROAD EXTENSION (76 Development Corporation)

Account balance July 1, 1982		
Expenses: Hot Top	\$ 335.00	\$ 1,454.04
Pressure test & disinfect	610.00	
Refund	509.04	
	<u>\$ 1,454.04</u>	

EXTENSION (Under Contract)

LITTLETON ROAD "WATER MAIN EXTENSION"

Appropriation		
Expenses: Pipe & Installation (R.H. White Construction Co., Inc.)	\$25,181.00	\$25,745.00
Police	563.75	
Transfer (General Fund)	.25	
	<u>\$25,745.00</u>	

EXTENSIONS (Out of Water Surplus)

PERSHING STREET EXTENSION

Account balance July 1, 1982		
Expenses: Hot Top	\$ 6,500.00	\$ 9,390.90
Account balance June 30, 1983	2,890.90	
	<u>\$ 9,390.90</u>	

EAST PRESCOTT STREET

Account balance July 1, 1982		
Account balance June 30, 1983	\$ 5,235.27	\$ 5,235.27

OAK HILL ROAD EXTENSION

Account balance July 1, 1982		
Account balance June 30, 1983	\$ 8,454.21	\$ 8,454.21

HILDRETH STREET EXTENSION

Appropriation			
Matched Funding (Charles P. Brown)			
Expenses: Pipe, Fittings & Installation (P.W. Brown, Inc.)	\$147,490.69		\$ 95,000.00
Engineering services	8,818.02		95,000.00
Account balance June 30, 1983	<u>33,691.29</u>		<u>\$190,000.00</u>
	\$190,000.00		

FRANCES HILL STANDPIPE  
(Borrowed Money)

Account balance July 1, 1982		\$ 1,074.98
Account balance June 30, 1983	\$ 1,074.98	

FORGE VILLAGE ROAD WELL FIELD AND PUMP  
(Borrowed Money)

Account balance July 1, 1982		\$ 1,939.00
Account balance June 30, 1983	\$ 1,939.00	

SPARKS HILL WATER STORAGE TANK  
(Borrowed Money)

Borrowed Money		\$485,000.00
Transfer from Stabilization Fund		200,000.00
		<u>\$685,000.00</u>

Expenses: Engineering Services	\$ 8,647.04
Installation (Natgun Corporation)	391,471.25
Account balance June 30, 1983	<u>284,881.71</u>
	\$685,000.00

Respectfully submitted,

Board of Water Commissioners

*Walter W. Gerlach*

*Hervey J. Cote*

*Carlton M. Rooks*

Walter W. Gerlach, Chairman

Hervey J. Cote

Carlton M. Rooks



REPORT OF THE WATER DEPARTMENT SUPERINTENDENT  
FOR THE YEAR ENDING DECEMBER 31, 1983

NUMBER OF GALLONS PUMPED

January	. . . . .	30,006,900
February	. . . . .	27,363,900
March	. . . . .	31,796,600
April	. . . . .	31,773,300
May	. . . . .	33,469,500
June	. . . . .	45,214,000
July	. . . . .	49,389,900
August	. . . . .	45,461,800
September	. . . . .	38,335,500
October	. . . . .	35,159,500
November	. . . . .	34,375,600
December	. . . . .	31,500,900
		<u>433,847,400</u>

LARGEST DAY - July 27, 1983	. . . . .	2,044,800
LARGEST WEEK - July 17-23, 1983	. . . . .	12,549,900

NEW EXTENSIONS

Robbins Road	. . . . .	1,640 feet	12 inch pipe
Hildreth Street	. . . . .	4,900 feet	16 inch pipe
Sunny Meadow Lane	. . . . .	600 feet	8 inch pipe
Whitney Drive	. . . . .	490 feet	8 inch pipe
Cummings Road	. . . . .	600 feet	8 inch pipe
Graniteville Road	. . . . .	1,370 feet	8 inch pipe
Blanchard Lane	. . . . .	420 feet	8 inch pipe
Woodridge Lane	. . . . .	420 feet	8 inch pipe
Bixby Lane	. . . . .	1,300 feet	8 inch pipe

NUMBER OF NEW SERVICES INSTALLED	. . . . .	73
NUMBER OF NEW HYDRANTS INSTALLED	. . . . .	10

Respectfully submitted,

*Harold A Fletcher*

Harold A. Fletcher  
Superintendent

## REPORT OF THE ZONING BOARD OF APPEALS

The Board schedules hearings monthly on a regular meeting night at 7:30 in the Town Hall. The present meeting night is the first Monday of the month. Hearings are held on applications received by the date of the previous month's hearing.

Applications for variance or special permit should be processed through the Town Clerk to the Board's administrative assistant after the applicant has reviewed the Zoning Bylaw and the Information About Hearings instruction sheet, both available from the Town Clerk.

Applicants are reminded that there is a 14-day filing period and a subsequent 20-day appeal period from the date of the decision before granted variances and special permits can be implemented by the applicant. The fee for all types of applications is \$100.

In 1983 there were nine hearings with a total of 16 appeals. The appeals dates and decisions are as follows:

<u>DATE HELD</u>	<u>APPEAL</u>	<u>DECISION</u>
January 26	To reestablish variance to allow two lots with less than the required frontage in accordance with the decision of the Board of Appeals dated January 30, 1977.	Denied
March 7	Variance of 5 feet in side yard requirement on Table 4.2, to construct a two-car garage at the end of existing driveway.	Granted
March 7	Variance from Sec. 4.2 of the Zoning Bylaw to maintain an existing dwelling on a lot with less than the required frontage, having 64 feet of frontage.	Granted*
March 7	Modification of restrictions on previously granted special permit for a day care center as follows: Restriction to be changed to operating hours of 6:30 a.m. to 6:30 p.m. to meet the needs of the community; restriction altered to limitations of twenty-four (24) children and six (6) staff members.	Denied
March 7	Vary the provisions of Section 7.3 of the Zoning Bylaw to permit the existing dwelling on the premises to be maintained and used with less than the required rear yard distance.	
April 25	To allow construction of a single-family dwelling in a Residence A District without the required frontage.	Granted*

June 6	To grant a permit for a trailer to be used as a temporary dwelling.	Denied
June 6	To erect on an Edge Zone in an Industrial B district one ninety-eight foot high radio tower with an eighty foot support radius. Not permitted in Section 3.3 under <u>Accessory Uses</u> paragraph three of Article XII on page 12-17 of the Town Bylaws.	Granted
June 6	To allow a lot with less than the required frontage and side yard dimensions.	Granted
June 27	To vary the terms of Section 4.1 and Section 4.2 of the Zoning Bylaw (insufficient side lot line measurement and insufficient setback from street) in order to add to existing building.	Granted
June 27	To permit erection of a sign above roof height.	Granted*
August 1	To add a three-room-plus-bath mother-in-law apartment on the original dwelling.	Granted
August 1	To vary the terms of the Zoning Bylaw in the following respect: (Paragraph 3.3 (Accessory uses) Page 12-18. Paragraph 6, garage for not more than three (3) automobiles.) <u>Allow</u> a garage structure for more than three (3) vehicles. Specifically, a garage for four (4) vehicles, each garage separate, though connected by common walls. The garages are related to the four (4) connected condominium units adjacent to the garage structure. Each living unit is assigned one (1) garage unit.	Granted
October 3	Permission to maintain an existing dwelling in its current location, 23.8 feet from street.	Granted
November 7	To permit an addition to the existing house to be built in the side yard to within five (5) feet of the south lot line.	Granted
December 5	To permit the building and maintenance of a 10' x 16' cabana to enclose and protect s swimming pool pump and miscellaneous equipment.	Granted

\*with conditions



## WESTFORD ARTS COUNCIL

During 1983, the Westford Arts Council has successfully distributed over \$3000 in grant monies to local arts programs such as the Westford Chorus and Young Audience Programs.

The funding for these and future programs is allocated through the State Arts Lottery and is distributed to the Town by the Commonwealth. Distributions are made semi-annually on January 1 and July 1. A small portion of grant monies is allocated to the council to meet expenses.

Any Westford resident or group may request funding by completing the application process. Applications and information are available at the Fletcher Library. Applications must be submitted by April 1 for July funding and October 1 for January funding.

A future goal of the council is to secure additional funding for arts projects through private and corporate sponsorships.

Kenneth J. Dwyer, II, Chairman

CABLE TELEVISION COMMITTEE

Several significant events happened with Cable Television in Westford during 1983. A final license was granted to Nashoba Communications, Inc. for the installing of Cable T.V. in Westford. The Head End Station and a small section of the cable system were operational in December of 1983. It is expected that the full system will be operating in the Spring of 1984. As part of the Licensing Agreement, any area that is not part of the initial build, residents may elect to have cable installed under the line extension policy of the license.

It is the desire of the Cable Television Committee to receive input from residents as to what they would like to have from Cable Television. In order to achieve this we welcome your input and attendance at our monthly meetings. Meetings are currently held on the second Wednesday of the month and they are posted in accordance with the open meeting law. Correspondence to the Committee may be directed to the Committee at Post Office Box 1356, Westford, Mass. 01886.

Courses for the training of residents to participate in the Local Origination Programming are being offered by Nashoba Communications. Anyone desiring further information on these courses may do so by contacting Nashoba Communications at their office.

Respectfully,

Steven Boudreau, Chairman  
Kenneth Dwyer, Vice Chairman  
George Switzer, Secretary  
Roy Lamb, Treasurer  
John Kavanagh  
Hajo Koester  
Roger Parent

## CAPITAL OUTLAY COMMITTEE

We are pleased to report that our effort to refocus the work of the committee toward taking a broader, longer term look at the major capital issues facing the Town has taken hold and begun to bear fruit. One of our major goals was achieved at the culmination of last year's Town meeting when the Town was provided with a framework within which to make more informed decisions on how best to provide for future capital needs by stabilization fund management. In a similar vein, we have established a dialogue with the Finance Committee to extend this longer range forecasting to include the entire financial picture for the Town. Working together, it is anticipated that a meaningful structure can be established to provide a flexible, Town-wide financial planning strategy, or roadmap.

As the central forum for reviewing all Town capital issues, we have attempted to use this broader perspective in addressing the particular capital needs of each of the departments. This has resulted in some cross-fertilization of ideas and potential solutions to capital problems as well benefiting from lessons learned in solving past capital issues. In this same spirit, many of the committee members are actively involved and participating in numerous advisory groups and study committees in which capital-related problems play a major role.

We do feel the Town owes a vote of thanks to all of the Town departments/committees who have wholeheartedly responded to our requests to look further ahead and to identify future capital requirements. It is only through their carefully thought out inputs that we have been able to mold a meaningful capital plan for the Town.

On the immediate horizon are several key capital projects which will have a major impact on Town services and require substantial expenditures. Most notably among these are the solid waste project and the expansion/modernization of the Town hall, police facilities and library. As these projects solidify, careful and innovative financial planning will be required to weave these requirements into the overall Town budget posture. Similarly, the Town will shortly have to come to grips with how best to use school facilities which will come available with the declining school enrollment. The committee looks forward to playing a part in addressing these critical issues and helping to bring these worthwhile projects through the planning stages and into fruition

Respectfully submitted,

Jerry Berkowitz, Chairman  
Robert Fagan, Vice Chairman  
John Fridrich, Secretary  
Jean Brush  
Paul D'Angelo  
Robert Giese  
Richard Lewan  
James Main



## CONSERVATION COMMISSION

Although the quantity of applications received by the Westford Conservation Commission under the Massachusetts Wetlands Protection Act remained nearly constant, a noticeable change in both the size and complexity of the projects was noted by the Planning Board and Conservation Commission. 1983 applications included: 16 single family homes and 2 additions to single family homes; 5 residential subdivisions, 1 large commercial building and an addition to an existing commercial site (another commercial project was withdrawn for re-design); a hotel; 3 industrial buildings, 2 of which were 100,000 square feet or larger; construction of a town soccer field and associated parking area; improved drainage and reconstruction of a farm pond on agricultural land, and removal of unclean fill from a wetland. In addition, one project was denied and a request for tree cutting on Town land was denied. Two criminal complaints were issued in Ayer District Court with both cases still pending. A citizen was fined \$850 for illegally cutting trees on Conservation land. Such a workload has resulted in an increased reliance on professional consultants to assist the Board in reviewing projects. The Commission continues to work closely with the Planning Board in order to maximize time and dollars spent on each project and to present a consistent approach to applicants.

A \$42,000 Massachusetts Clean Lakes Grant was received by the Commission, in conjunction with the Littleton Conservation Commission, for studying Forge Pond's water quality problems. A 1983 Town Meeting vote pledged \$12,000 as Westford's share of the cost. The study is expected to take place in 1984.

Twenty acres of conservation land was purchased in 1983. The property on Lowell Road includes 300 feet of brook frontage, a small mill pond with dam and mill foundation, and wooded uplands with existing active trails. An eighty percent reimbursement (\$68,000) of the purchase price was received from the Massachusetts Self-help Program. Twenty percent (\$17,000) was the local share of the cost. Westford citizens showed their support of such open space purchases by approving for the first time a \$20,000 appropriation to the Conservation Fund for future purchases.

The Conservation Commission continues to encourage the preservation of Westford's agricultural land. Two Agricultural

Preservation Restriction applications were received during 1983, representing the possible protection of two local farms.

During 1983, Westford received its final Federal Floodplain Maps. After adopting necessary bylaw changes at the 1983 Town Meeting, the Town came into full compliance with the Federal Flood Insurance Program.

The Conservation Commission met with both the railroad and utility company concerning herbicide spraying on right of ways. The Boston & Maine railroad filed a Request for Determination under the Massachusetts Wetland Protection Act with several test case towns; Westford was one of those towns. Subsequently, the Towns of Leverett and Clinton were chosen for court challenges. The issue of herbicide impacts on water bodies continues unresolved.

We greatly appreciate the support of Westford residents in general and more specifically, our associate members, civic organizations, scout troops and other town boards as they lend their assistance to our work.

Respectfully submitted,

Patricia Loring, Chairman  
Richard Cooper, Vice-Chairman  
Chester Cook, Treasurer  
William McClellan  
Marlene Mallory  
Arnold O'Brien  
Louis Oliver

## REPORT OF WESTFORD INDUSTRIAL COMMISSION

The Westford Industrial Commission is pleased to report that, although the Annual Town Meeting of 1983 failed to adopt the proposed recommendations for rezoning of Rte. 110, several new companies have joined us in the Town of Westford. One such company, known as MASS COMP, located off Littleton Road opposite the Old Oaken Bucket, is housed, we believe, in a building which exemplifies the type of architectural excellence that the Town deserves and will come to expect from new industry in the coming years. This company is involved in research and development in the computer field.

Further, several new office condominiums have been built on Rte. 110, and by the end of 1984, Westford's first hotel should be nearing completion, namely, the 195 room Westford Regency Inn, located on Rte. 110 on what is now known as Vine Brook Farm.

The work with respect to the re-alignment of the intersection at Boston Road and Rte. 110 should commence in the immediate future, with the installation of traffic lights occurring sometime in June or July.



## The Westford Museum

Although the Westford Museum had enjoyed a dedication in September, 1976 and a gala Open House in October, 1982, the official opening of the building as a functioning museum occurred May 14, 1983. Over two-hundred and fifty people visited the building that day, reflecting Westford residents' interest in their history.

The museum remained opened during the summer, on Sundays, from 1 - 5:00 p.m. A special exhibit of old pottery and crock pots, on loan from friends, and researched and arranged by Jane Hinckley, attracted a steady stream of visitors.

In November a second special exhibit took place. In honor of Veterans' Day, war memorabilia, from muskets and uniforms to saddles and buttons, was displayed. These artifacts dated from the Revolutionary War to the Second World War. Under the leadership of Sandy Shepherd, volunteers arrived in period costume and answered questions about the customs and costumes of our military heritage.

A third special exhibit in December ended our season. The Holiday exhibit featured International Christmas Trees. Under the direction of the elementary school art teachers, all of the elementary school children in Westford made Christmas decorations representative of various countries. The research conducted by the art teachers, along with their creativity and interest, contributed to a special Holiday project for the children. P. T. O.'s provided the six trees, and countless mothers helped to decorate them. This exhibit was organized by Barbara Hass, Nancy Rothera, and Madonna McKenzie, who also gathered antique decorations and toys to further enhance and educate. Again, hundreds of residents visited, learned, and enjoyed. The children were especially pleased to see their art work on display.

Our schedule for 1984-1985 will be the same as this year. We will have our annual Collections Day in April, at which time residents may donate their historical treasures to the Museum. Once again our opening day will coincide with the Apple Blossom Festival, and we will remain open during the summer and early autumn, on Sundays, from 1 - 5:00 p.m.

The Museum is in its infancy, and we would welcome the time and talents of any and all who would like to join us by participating in the growth and development of a town museum. When students from Nashoba Valley Technical

High School complete the exterior emergency staircase from the second floor, we will be able to expand our exhibits.

Our meetings are held on the first Monday of the month, from 8-10 a.m., in the Museum. The public is welcome.

Respectfully submitted,

John Crisafulli, President  
Lloyd Blanchard, Vice-president  
Janice Richter, Secretary  
Fran Cooper, Treasurer  
Elizabeth R. Shaw, Curator  
Alex Belida  
Eva DeForge  
Connie English  
Barbara Hass  
Jane Hinckley  
Madonna McKenzie  
Nancy Rothera  
Gordon Seavey  
David Watson, M.D.





## ANNUAL REPORT

### NORTHEAST SOLID WASTE COMMITTEE

Westford is one of 22 communities who have joined together to solve their solid waste problem through a resource recovery approach. In April 1983, a \$196,000,000 bond issue was passed, launching the NESWC trash-to-energy project into its construction phase. Groundbreaking for the plant occurred in September 1983, and currently the facility is scheduled for completion in early 1986.

As a member of the NESWC Executive Committee, I represent Westford in monitoring the construction phase of the project. Our committee reviews monthly progress reports from our consulting engineer, the Weston Company, who verifies work completed and expenditures. In addition, we meet regularly with our Contract Community Representative and instruct her in her day-to-day dealings with Signal-Resco. Our committee is consulted whenever special situations arise and decisions are required regarding the project.

Currently, an additional 400 tons of trash a day are required to fill the plant to capacity. We are now actively marketing the project in several communities. NESWC representatives are participating in this effort, and I am currently meeting with Town boards and officials in other communities to describe the project and offer assistance in the decision-making process. Although several private haulers have expressed an interest in using the disposal facilities, we prefer to reserve the remaining tonnage for additional communities.

In this past year we have gone from planning stage to reality. Because of a lack of landfill space statewide, and the difficulty of siting new landfills, we believe Westford will benefit from its participation in NESWC and its foresight in planning for the day when we will no longer operate a Town landfill.

Respectfully submitted,

Kathy Cadigan



## PLANNING BOARD

The Planning Board has just finished a busy year of reviewing new developments in Westford. With the lowering of interest rates and more monies available, the new building rate in Town has picked up from previous years.

In the three approved condominium clusters, we have seen much development in the past year. At Hildreth Hills, the major roadway and first clusters are now in existence; Pilgrim Village is half completed; and Blanchard Farm's first phase is completed and they are working on the second phase. These developments add an alternative to the typical subdivision housing market in Westford and provide permanent protection to open space areas in the Town.

At Annual Town Meeting in May, voters adopted the National Flood Plain Management Program for Westford; hammerhead lots, which allow development of larger lots (120,000 SF) with reduced frontage; and Site Plan Review for any commercial or industrial building over 3,000 SF. The Site Plan Review process has given the Planning Board much tighter control over a parcel being developed in these uses. The whole concept of approaching the development of a parcel from a total point of view for site, building, landscaping, lighting, parking, etc. provides a better developed parcel for both the Town and the developer. Two articles presented by the Industrial Commission for rezoning of parcels along Route 110 from Commercial Highway to Industrial Highway did not receive approval from either the Planning Board or Town Meeting.

Development in the vicinity of Route 110 has been very active this year with Site Plan approval of a commercial building of 50,000 SF on a commercial highway lot of 23 acres on Route 110; Site Plan approval of a 60,000 SF industrial building for Masscomp; development of an 85,000 SF industrial building on Carlisle Road; Site Plan approval of an addition to Nashoba Valley Ski Area; development of a 35,000 SF industrial building on Lyberty Way; Site Plan approval of a 15,000 SF industrial building on Power Road; and a Special Permit and Site Plan approval for the Planned Commercial Development of the Westford Regency Inn on Littleton Road.

Conventional Subdivision review resulted in the approval of five subdivisions consisting of 70 lots on 126.5 acres.

The Planning Board has continued to participate in other planning activities. The ongoing Route 40 subcommittee has been

working with a planning consultant to generate plans of land uses in existence between the north border of Town and the Stoney Brook watercourse. They are now looking into the possible uses and development impacts of specific uses on the open land in that area. The study is proposed to be completed in 1984. Since two-thirds of that area of Town is undeveloped, this seems to be an appropriate time for the Town to be considering the direction and control of growth and development for that area.

Three new members have joined the Planning Board over the past year - one elected, and two appointed; we look forward to serving the Town and working with developers in 1984.

Leslie Thomas, Chairman  
Peter Fletcher  
Howard Kelly  
Denis Maguire  
Tom Paul

## REPORT OF THE SOLID WASTE ADVISORY COMMITTEE

The Solid Waste Advisory Committee met on six occasions, beginning October 13, 1983.

The Committee met with the following people and companies:

Pete Wyman  
Bob LeGacy  
Bob Boucher - MM Solid Waste  
Harold Yaffee - Weston Engineering  
Pete Watson - BFI

Visits have been made to the towns of:

Carlise  
Milford, N.H.  
Old Orchard Beache, ME  
Gorham, ME

The Committee made a preliminary financial analysis of direct pick-up and delivery versus an intermediate transfer station with bulk delivery to the NESWC site. Inclusion of commercial waste is also being evaluated.

We have not gathered enough information to enable the Committee to make any firm recommendations at this time. Therefore, we are requesting an extension of one year for the Committee to properly complete the study and make a final recommendation at the 1985 Annual Town Meeting.

Albert Russo, Chairman  
Cathy Cadigan  
Howard Kelly  
Susan Rose

Ronald Johnson  
Joseph Dunigan  
Donald Drew

Jerry Berkowitz (rep. Capital Outlay Committee)  
Joan Pioli (rep. Board of Health)



**1983 ANNUAL REPORT**  
**of the**  
**Northern Middlesex Area Commission**

The Northern Middlesex Area Commission had its formal beginnings twenty years ago this year. It was in December 1963 that the Commonwealth of Massachusetts Department of Commerce made its findings that the nine communities of the Greater Lowell area form "an effective region for planning purposes." The Commission counts almost two hundred Selectmen, City Councillors, Planning Board Members and alternates who have represented the City and Towns over the past two decades. The complete list is in the program notes for the annual meeting this past September.

Although the Commission worked without staff and budget during the first few years, the record shows that the Commission debated many issues of significance to the Greater Lowell area, especially in the period of economic decline. Some of these remain outstanding today. A new Merrimack River Bridge, industrial development, solid waste disposal, water quality protection, and vocational education were high on the agenda in the early years.

By 1967 the Commission hired staff and projects began on sewer and water, land use, highway circulation and a regional data base.

In the early 1970's the Commission increased the level of services to the local communities and dedicated a greater portion of the budget to local technical assistance.

Legislation was enacted in 1972 which distinguishes the Northern Middlesex Area Commission from other regional planning commissions in the Commonwealth. A Selectman from each town and a City Councillor from Lowell were added to the Commission, which, up until then, included Planning Board Members and alternates. This legislation successfully involved the Commission in the full range of community issues.

Responding to Congressional mandates, the Commission became extensively involved in transportation planning with the Massachusetts Department of Public Works and the Federal Urban Mass Transportation Administration.

Today the Commission serves as the planning arm of the Metropolitan Planning Organization consisting of the Executive Office of Transportation and Construction, Massachusetts Department of Public Works, Lowell Regional Transit Authority and Northern Middlesex Area Commission.

This planning effort has resulted in the new bus fleet and capital facilities of the Lowell Regional Transit Authority and the definition of the scale and location of a new Merrimack River Bridge, the concept of the auto-restricted zone in downtown Lowell to facilitate traffic movement in the region, and numerous cooperative local, State and Federal plans and projects, such as Billerica Center, Route 129, Air Quality Compliance, and Route 38. The Commission recently completed a nationwide survey for the U.S. Department of Transportation on energy considerations essential to transportation planning and led a program for carpooling and vanpooling and subscription bus services among the major employers in the greater Lowell and Route 128 area. Both projects were specially funded by the U.S. Department of Transportation.

Definitive land use and environmental plans for the region were embodied in a Wastewater Management Plan funded by the U.S. Environmental Protection Agency. These have assisted the many water quality projects underway in the region and designs for river protection and preservation.

Over the years, NMAC has helped obtain extensive rehabilitation assistance for member communities resulting in housing rehabilitation in various town and neighborhood centers. Particular attention has been paid to the historic values of the region.

Project review and referrals from other agencies developed and evolved, and the Commission in the past year processed about \$90,000,000 of projects for industrial financing and Federal grants and aids. In addition, the Commission serves as clearinghouse for State and Federal environmental assessments.

The Commission is well established as a source of regional data and information for various interests on both the public and private side, and maintains an extensive data base and planning and governmental affairs library, including aerial photographs and grant information.

In 1984 NMAC's work will include a Route 3 Corridor Study, a traffic study in the Route 129 area, the completion of the Tyngsborough Master Plan, the beginning of the Dracut Land Use/Zoning Plan, more local traffic problem assistance, technical assistance to the Lowell Regional Transit Authority. The completion of projects to develop a Transit Mall at Kearney Square with the Lowell Regional Transit Authority, a pedestrian bridge from the Market Street Garage to Central Street in cooperation with the Lowell Historic Preservation Commission and the City, and downtown parking improvements are anticipated this year with funds awarded to NMAC by the Federal Highway



Administration in a National competition.

The Commission will closely monitor feasibility studies of alternative water supplies for the Boston Metropolitan Areas now being conducted by the Metropolitan District Commission. One of the alternatives is the Merrimack River above Pawtucket Falls.

A feasibility study for shared traffic engineering will be undertaken with a grant from the State Executive Office of Communities and Development. Under contract with the Bureau of Solid Waste, NMAC will provide an educational program on hazardous waste.

NMAC will continue to be a central source of data and planning information essential to project development and review, and for articulation of regional policies for balanced physical, social and economic growth in our area.

A list of fifty-six reports published by the Commission in 1982 and 1983 accompanies this report.

Respectfully submitted,

Avis Hooper, Selectman and  
Assistant Treasurer, Northern  
Middlesex Area Commission  
Howard P. Kelly, Planning Board  
Richard Cooper, Alternate  
Leslie A. Thomas, Planning Board  
also served in 1983.

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## 1982 REPORTS

Prepared by the Northern Middlesex Area Commission

Travel Time Study - January, 1982

Surplus Municipal Report - Developer's Kit - April, 1982

Reasonably Available Control Measures - Impact of Increased Participation In Shared Ride Modes - Middlesex Turnpike - April, 1982

Long Range Element: Transportation - March, 1982

Gallagher Transportation Terminal: Development and Use Potential - Fall, 1982

Ridesharing Information Office Evaluation Report - Fall, 1982

Comparison of Commuter Rail and Bus Service Operations In Northern Middlesex Area - Fall, 1982

Energy Contingency Plan - Fall, 1982

Accident Reduction Strategies in the NMAC Area - March, 1982

Accident Occurrences and Poor Roadway Conditions in the Northern Middlesex Area - Working Paper - Fall, 1982

Transportation Systems Management Evaluation - February, 1982

An Assessment of Traffic and Parking Problems in the ULowell and Pawtucketville Neighborhood Area - May, 1982

Fare and Elasticity Report - Fall, 1982

Transportation Improvement Program Consistency Statement - Air Quality - March, 1982

Linear Roadway Management Study - Spring, 1982

Reasonably Available Controlled Measures - Nashua, New Hampshire Park-N-Ride Lots - May, 1982

Tyngsborough Master Plan Interim Report: Overview of Growth and Development Issues - May, 1982

Unified Work Program - April, 1982

Reasonably Available Control Measures - Route 3 Additional Lanes - April, 1982

## 1982 REPORTS (Continued)

Rail Bed Use Identification Study - July, 1982

Annual Report - May, 1982

Comprehensive Transportation Plan Update - June, 1982

Transportation Element of the State Implementation Plan - June, 1982

Main Street Development Issues - Tewksbury - July, 1982

Reasonably Available Control Measures Packaging - July, 1982

FY '83 Transportation Improvement Program - August, 1982

Phase I Citizen Survey -- Tyngsborough - September, 1982

Elderly & Handicapped Transportation: A Description of LRTA's Section 504 Special Efforts Program - September, 1982

Vanpooling For Profits: A Review - October, 1982

Analysis of Growth Trends in the NMAC Region - October, 1982

Traffic Flow Improvements - Andover Street, Pawtucket Boulevard, Lowell and Route 113, Dunstable - April, 1982

Incorporating Energy Conservation Into the Transportation Planning Process - November, 1982

Commuter Rail Service in the NMAC Region: Short and Long Range Options - December, 1982

Population Projection for the Town of Pepperell - December, 1982

Potential Unsubsidized Special Transit Service Alternatives - December, 1982

## 1983 REPORTS

Prepared by the Northern Middlesex Area Commission

An Assessment of the Need to Provide Downtown Lowell Fringe Parking Facilities - December, 1983

LRTA Employee Subscription Bus Service - January, 1983

Commuter Bus Service for the Middlesex Turnpike - January, 1983

Tyngsborough Master Plan: Phase I Data Resource Inventory - February, 1983

Study Design - Intersection Signalization - February, 1983

Tyngsborough Phase I Final Report - March, 1983

Study Design Route 3 Corridor Planning Study - April, 1983

Bridge Repair Deferment Study - April, 1983

Unified Planning Work Program - April, 1983

Informational Sign System Analysis Working Paper - May, 1983

Vehicle Occupancy and Classification Study - May, 1983

Travel Time/Speed and Delay Study - June, 1983

Signalized Intersection Study - June, 1983

Main Street - Strategies for Improvement - July, 1983

Integrating Taxi Service With Public Transportation in the NMAC Region - August, 1983

Proposal for Employer Subsidized Commuter Bus Route - August, 1983

Transportation Improvement Program FY '84 - August, 1983

Route 129 Chelmsford Traffic Study: Phase One - October, 1983

Transit Revenue Optimization - October, 1983

LRTA Paratransit Improvement Strategies - November, 1983

Summary Report of Master Plan Committee Discussions - November, 1983

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TOWN OF WESTFORD

WARRANT

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To the Constable of the Town of Westford, in said County,

GREETINGS:

You are required in the name of the Commonwealth aforesaid, to notify and warn all inhabitants of said Town qualified to vote in elections, and also in Town affairs, to meet at their several polling places, viz:

PRECINCT 1	Abbot Middle School
PRECINCT 2	Norman E. Day School
PRECINCT 3	New Nabnasset School
PRECINCT 4	Robinson School

TUESDAY, MAY 1, 1984

being the first Tuesday in said month, at 7:30 o'clock in the forenoon for the following purposes:

To bring in their votes for the following officers:

FOR FIVE YEARS

One member of the Planning Board

FOR THREE YEARS

Two Selectmen  
One Town Clerk  
One Assessor  
One Moderator  
Two members of the School Committee  
Two members of the Board of Health  
Two Trustees of the J. V. Fletcher Library  
One Cemetery Commissioner

One Water Commissioner

The polls will be open from 7:30 o'clock A.M. to 8:00 o'clock P.M., and to meet in ABBOT MIDDLE SCHOOL at Westford Center on the following

SATURDAY, MAY 5, 1984

at 10:00 o'clock in the forenoon, then and there to act upon the following Articles, viz:

ARTICLE 1. To hear the reports of the Town Officers and Committees; or act in relation thereto.

ARTICLE 2. To fix the salary and compensation of all elected officers of the Town.

ARTICLE 3. To see if the Town will vote to amend all or any part of the Consolidated Classification Plan, Compensation Plan and Personnel By-Laws of the Town; or act in relation thereto.

ARTICLE 4. To provide for a Reserve Fund, to determine what sums of money the Town will raise and appropriate, including appropriation from any available funds, to defray all departmental and incidental charges, expenses and outlays of the Town, including debt and interest for the ensuing fiscal year, and for paying unpaid bills of previous years.

ARTICLE 5. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1984, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or act in relation thereto.

ARTICLE 6. To see if the Town will vote to raise and appropriate a sum of money to be deposited in and become part of the Stabilization Fund created under authority of Section 5B of Chapter 40 of the General Laws; or act in relation thereto.

ARTICLE 7. (By the Selectmen) To see if the Town will vote to accept as and for Town Ways Vine Brook Road; Nonset Lane; Nagog Lane;

Assabet Road; Bear Hill Terrace; Rail Tree Terrace; and Royce Lane all laid out by the Selectmen as shown by their reports and plans duly filed with the Town Clerk; or act in relation thereto.

ARTICLE 8. (By the Selectmen) To see if the Town will vote to accept as and for a Town Way a portion of Knoll Road from Grove Street to Edwards Avenue as laid out by the Selectmen as shown by their report and plan duly filed with the Town Clerk; to raise and appropriate a sum of money for the improvement of said Way; to authorize the assessment of betterments against the owners of abutting estates for said improvements; to determine how any such appropriation shall be raised, whether by taxation, by borrowing, or by either or both of said methods; or act in relation thereto.

ARTICLE 9. (By the Selectmen) To see if the Town will vote to accept as and for a Town Way a portion of Grove Street from Knoll Road to Oak Hill Road as laid out by the Selectmen as shown by their report and plan duly filed with the Town Clerk; to raise and appropriate a sum of money for the improvement of said Way; to authorize the assessment of betterments against the owners of abutting estates for said improvements; to determine how any such appropriation shall be raised, whether by taxation, by borrowing, or by either or both of said methods; or act in relation thereto.

ARTICLE 10. (By the Selectmen) To see if the Town will vote to raise and appropriate the sum of forty-eight thousand three hundred and forty-one (\$48,341.00) dollars, or some other sum, for the construction and/or improvement of Groton Road and, for the purpose aforesaid, to appropriate said sum from the proceeds to be available from the Commonwealth under Chapter 289 of the Acts of 1983; or act in relation thereto.

ARTICLE 11. (By the Selectmen) To see if the Town will vote to amend Section 1.5.2 of the Zoning By-Law of the Town by adding a new definition as follows:

"AMUSEMENT GALLERY - A commercially operated space, either indoors, outdoors or covered space more or less open at the sides, having automatic amusement devices or other devices for entertainment, or stands for entertainment, or stands for the sale of food and drink.";

or act in relation thereto.

ARTICLE 12. (By the Selectmen) To see if the Town will vote to amend Section 1.5.2 of the Zoning By-Law of the Town by adding a new definition as follows:



"AMUSEMENT PARK - A commercially operated park having various devices or stands for entertainment and, usually, stands for the sale of food and drink.";

or act in relation thereto.

ARTICLE 13. (By the Selectmen) To see if the Town will vote to amend Section 5.4.7.2 of the Zoning By-Law of the Town by adding a new sub-section (i) as follows:

"Where a building contains more than one business or store, or where a building is a commercial condominium the Board of Selectmen may permit one single, free-standing pole sign for such building or condominium, and the provisions of sub-section (e) above shall not be available. Such sign shall not exceed an area of (1/2) the maximum area of the wall sign, individual letter sign, or roof sign permitted for the applicant's building under sub-section (a) of this section nor fifteen (15) feet in overall height if, in the discretion of the Board of Selectmen, usual circumstances such as landscaping, land contours, building setback or building design preclude effective use of otherwise permitted signs. In addition to the foregoing sign, there may be one directory of the occupants or tenants of the building integrated into the permitted free-standing pole sign not to exceed an area determined on the basis of two (2) square feet for each occupant or tenant of the building. The directory shall not cause the free-standing pole sign to exceed fifteen (15) feet in overall height.";

or act in relation thereto.

ARTICLE 14. (By the Selectmen) To see if the Town will vote to amend Section 5.4.7.2 of the Zoning By-Law of the Town by adding a new sub-section (j) as follows:

"Free standing pole signs permitted under Section 5.4.7.2 of this By-Law shall be set back at least 20 feet extending back from the front lot line and at least 20 feet extending inward from the side lot lines.";

or act in relation thereto.

ARTICLE 15. (By the Selectmen) To see if the Town will vote to amend Section 5.4.7.3 of the Zoning By-Law of the Town by adding a new sub-section (c) as follows:

"Free standing pole signs permitted under Section 5.4.7.3

of this By-Law shall be set back at least 30 feet extending back from the front lot line and at least 35 feet extending inward from the side lot lines.";

or act in relation thereto.

ARTICLE 16. (By the Selectmen) To see if the Town will vote to amend Section 1.6 of the Zoning By-Law of the Town by adding a new Section 1.6.2.4 as follows:

"Any change of use within any nonconforming structure shall be permitted provided that the Board of Appeals first determines by the grant of a special permit that such change is not substantially more detrimental to the neighborhood than the existing use.";

or act in relation thereto.

ARTICLE 17. (By the Planning Board) To see if the Town will vote to amend various sections of the Zoning By-law of the Town as follows:

Item 1. 1.5.2 DEFINITIONS - Revise the following or insert;

- A. OPEN SPACE - ADD THE SENTENCE; "Includes existing natural vegetation or newly planted grass and trees in reasonable combination."
- B. PARKING SPACE - Delete this definition (covered in Section 5.5.3.1).

Item 2. 3.3 TABLE OF USE REGULATIONS - Insert the following after Retail and Service Commercial;

"RESEARCH/OFFICE PARK - Permitted in CH, IH, IA, IB

No building, structure or part thereof shall be constructed, altered, or used except for one or more of the following purposes:

- (1) General and technical office, non-medical.
- (2) Research laboratory: a laboratory engaged in research, experimental and testing activities, including but not limited to the fields of biology, chemistry, electronics, engineering, geology, medicine, and physics; provided that no Recombinant DNA research or technology is involved.
- (3) Light manufacturing(occupying only 30% of the



building area):fabrication, assembly, processing, or packaging operations employing only electric or other substantially noiseless and inoffensive motor power. Includes production of finished goods but not processing of raw materials. All power and processes shall be free of disturbing agents such as odors, gas, fumes, smoke, cinders, heat, vibration, excessively bright lights, and electromagnetic radiation.

(4) Accessory uses including private parking garages, indoor display and sales, indoor storage of materials and products, cafeteria, limited production in conjunction with research laboratory use,warehousing, and other such assessorry purposes as are proper and usual with the preceding uses and are not injurious."

Item 3. 4.2 TABLE OF DIMENSIONAL REGULATIONS;

- A. ELIMINATE Note b and c - SUBSTITUTE; "Corner lots shall be considered to have two front yards and two side yards, each of which shall comply with the requirements of the front yard provisions.
- B. CHANGE - Minimum front yard on RA shall be 50 feet.
- C. CHANGE - Minimum open space (% of lot area) Districts B, CH, IA, IB, IH shall be 30% with a maximum of 10% wetlands. Add the following note "c" under RM, RA, RB: For new residential lots, at least 75% of the required minimum lot area shall be dry land; that is, not in the Wetland Zone or the Flood Plain Zone, whose boundaries are described in Sections 3.4.2 and 3.6.2."

Item 4. 5.1.3 MINIMUM DIMENSIONAL REQUIREMENTS

Revise the second paragraph under this Section to read as follows:

"Density of the total number of building lots or dwelling units shall not exceed the total number of acres of the tract, minus 75% of the acreage of lands within the tract in the Wetlands Zone or the Flood Plain Zone (see 3.4.2 and 3.6.2), divided by 1.2."

Item 5. 5.5 OFF-STREET PARKING AND LOADING REGULATIONS

Delete Section 5.5.2 and insert the following new Section 5.5.2 Table of Off-street Parking and Loading Regulations:



" USE	MINIMUM NUMBER OF OFF-STREET PARKING SPACES PER UNIT*
<hr/>	
PARKING SPACES	
Dwellings, including one-family and multi-family	Two per dwelling unit
Retail Establishment	One per 200 sq. ft. of gross floor area
Restaurant	One for each 3 seats
Business or personal service establishment, including but not limited to barber or beauty shop, bank, real estate, insurance, medical clinic, and professional office.	One per 200 sq. ft. of gross floor area
General Office Building	One per 300 sq. ft. of gross floor area
Research/office park facility	One per 300 sq. ft. of gross floor area
Hotel, motel	1.3 per sleeping unit
Manufacturing facility	One per 600 sq. ft. of gross floor area
Hospital	Two per bed
Nursing or convalescent home	Three per four beds
Mixed Uses	Sum of various uses computed separately
Any use permitted by this Zoning Bylaw not interpreted to be covered by this schedule.	Closest similar use shall be interpreted by the Building Inspector.

\*Each fraction over one-half require an

additional space."

Delete Section 5.5.3 and insert the following new Section 5.5.3  
PARKING AND LOADING SPACE STANDARDS:

"5.5.3.1 Parking Space Size - each parking space shall measure at least 9 feet in width and 18 feet in length.

5.5.3.2 Allowance for compact cars - on all properties containing General office buildings, Research/office park facilities, or manufacturing facilities, and which contain at least 40,000 sq.ft. of gross floor area in the building(s), 30% of the required parking may be in stalls for compact cars, provided area for these stalls is designated by signs and other markings, and each parking space shall measure at least 8 feet in width and 16 feet in length.

5.5.3.3 Loading spaces - Adequate off-street loading facilities and space with unimpeded access shall be provided for all new construction and for all building additions greater than 3,000 gsf.

5.5.3.4 Handicapped Parking - parking spaces for the exclusive use of handicapped individuals shall be provided in accordance with the most recent rules and regulations of the Architectural Barriers Board, specifically Section 7 thereof.

5.5.3.5 Lighting - All Parking areas which are proposed to be illuminated shall provide an illumination level of at least one foot candle. All illumination shall be shielded so as not to shine directly onto a public or private way or onto any property in a residential district.

5.5.3.6 Landscaping - The area shall be effectively screened on each side which adjoins or faces the side or rear lot line of a lot situated in any "R" District consisting of a solid fence or wall not less than 3 feet or more than 6 feet in height at the time of occupancy of such lot. Plantings shall thereafter be maintained by the owner and/or occupant so as to maintain a dense screen year round. At least 50% of the plantings shall consist of evergreens and they shall be evenly spaced along the length of the buffer strip. No plantings shall be required until such time as the adjacent land contains any building in which people live or work within 500 feet of the commercially or industrially zoned district line.

All Parking and loading areas containing over five spaces, including automobile and drive-in establishments of all types,

shall be either contained within structures, or subject to the following:

5.5.3.7 The area and access driveways thereto shall be surfaced with bituminous or cement concrete material and shall be graded and drained so as to dispose of all surface water accumulation away from adjacent public ways.

5.5.3.8 There shall not be any storage of materials or equipment or display of merchandise within required parking area except as part of approved building operations.

5.5.3.9 Parking shall not be located nearer than 15 feet from any lot line. Curbed planting strips uniformly 25 feet in width shall be provided at the front lot line except for entrances and exits.

5.5.3.10 Parking and loading spaces shall be so arranged so as not to require backing of automobiles onto any street.

5.5.3.11 Curbed planting strips will be provided in all parking areas with a gross area of two (2) or more acres. Planting strips will be a minimum of ten feet wide and spaced between every third double bay parking aisle or two hundred feet, whichever is greater.

5.5.3.12 Landscaping of planting strips shall consist of one shade tree at least ten feet in height and at least two inches in diameter, measured at a point six inches above finished grade. There shall be at least one tree for each hundred square feet of required landscaped area."

ARTICLE 18. (On Petition) To see if the Town will vote to rezone from a Residential District to an Industrial Highway District three (3) certain parcels of land located on the westerly side of Carlisle Road, and being more fully described as follows:

Parcel No. 1 owned by Louis A. Davis and Clair M. Davis, known and numbered as 17 Carlisle Road, containing 1.2 acres of land.

Parcel No. 2 owned by Robert B. Perkins and Edith E. Perkins, known and numbered as 21 Carlisle Road, containing 1.3 acres of land.

Parcel No. 3 owned by Julio J. Resta and Barbara M. Resta, known and numbered as 23 Carlisle Road, containing 4.02 acres of land;



or act in relation thereto.

ARTICLE 19. (On Petition) To see if the Town will vote to amend Zone Map and Zoning By-Laws as follows:

"The Zoning Map and accompanying Ordinance passed as most recently amended entitled 'Zoning By-Laws of the Town of Westford' is hereby amended by establishing new lines and striking out the designation 'Residential A' (RA) District, as shown on said zone map and substituting in place thereof new lines and designation 'Commerical Highway' (CH) district, insofar as said zone map relates to the following described premises:

"A certain parcel of land, located in Westford, Middlesex County, Massachusetts, being shown on a plan of land entitled 'Plan of Land in Westford, Mass., surveyed for Thomas C. Thorstensen, et ux', dated November 1977, Emmons, Fleming & Bienvenu, Inc., Engineers & Surveyors, Billerica, Mass., being bounded and described as follows:

BEGINNING at the Northwesterly corner of said premised at a Massachusetts Highway bound at the Southerly line of Route 495 at Station 190 and 3.178, and the Easterly side of the former location of Tadmuck Road; and thence by Tadmuck Road by nine (9) courses totalling 1444.80 feet, more or less, to a point 200 feet from Littleton Road (Route 110); thence Easterly by a line 200 feet from and parallel to said Littleton Road, 600 feet, more or less, to land now or formerly of Herbert Wiener; thence Northwesterly 290 feet by Wiener to a granite bound, thence Northeasterly 228.63 feet by said Wiener to another granite bound; thence more Easterly by Wiener land 100 feet, more or less, to land now or formerly, of the Town of Westford; thence Northerly by said Town land 793.11 feet, more or less, to the Southerly line of Route 495; thence Westerly by said Route 495, 874 feet to the Massachusetts Highway bound at the point of Beginning.";

or act in relation thereto.

ARTICLE 20. (By the Selectmen) To see if the Town will vote to amend Sections 1, 2 and 11 of Article I of the Town of Westford By-Laws by striking said Sections and replacing them with new sections as follows:

"Section 1. The Annual Meeting for the election of

Town Officers shall be held on the fourth Tuesday of April in each year. The polls shall open at 7:30 o'clock A.M. and shall remain open until 8:00 o'clock P.M.;

"Section 2. All business of the Annual Town Meeting, except the election of such officers and determination of such matters as by law or vote of the Town are required to be elected or determined by ballot, shall be considered at said meeting on the Monday following called at 7:30 o'clock P.M., and subsequent sessions of said meeting, if necessary for the completion of business, shall be called on the following Wednesday and Monday evenings at 7:30 o'clock P.M. Sessions will adjourn at 10:00 o'clock P.M. or after action on the article then under discussion;

"Section 11. The Selectmen shall not be required to accept any article for inclusion in the warrant for the Annual Meeting unless received by them on or before the first Tuesday of March.";

or act in relation thereto.

ARTICLE 21. (By the Conservation Commission) To see if the town will vote to authorize the Board of Selectmen or the Conservation Commission to accept a gift of vacant land from Drew Farms, Inc., situated southeasterly but not adjacent to Court Road, said land being shown as Parcel B on a plan of land prepared for Drew Farms, Inc., by McGlinchey Associates, Inc., and dated February 28, 1984, a copy of which plan is on file with the Conservation Commission; said land containing 20.68 acres, more or less, to be managed and controlled by the Conservation Commission for the promotion and development of the natural resources and for the protection of watershed resources of the town as authorized by Section 8C of Chapter 40 of the General Laws; or act in relation thereto.

ARTICLE 22. (By the Conservation Commission) In the event of affirmative action on the preceding article to see if the Town will vote to sell and convey to Drew Farms, Inc., a certain parcel of land situated southeasterly but not adjacent to Court Road being shown as Parcel D on a plan of land prepared by McGlinchey Associates, Inc., and dated February 28, 1984, and containing eight thousand two hundred forty three (8,243) square feet, more or less, reserving to the Town of Westford the right to pass and repass, by foot, over a fifteen foot strip on the southwesterly side of said parcel beginning at the westerly corner and running in a southeasterly direction along the southwesterly sideline a distance of one hundred (100) feet, said access easement to be duly managed and controlled by the Conservation Commission for the promotion and development of the natural resources



and for the protection of the watershed resources of the Town as authorized by Section 8C of Chapter 40 of the General Laws; to determine the minimum amount to be paid for such conveyance; and to authorize the Selectmen to execute, acknowledge, and deliver, in the name of and on behalf of the Town, a deed of said premises upon such terms, conditions and restrictions as the Selectmen, in their discretion, shall determine to be in the best interest of the Town; or act in relation thereto.

ARTICLE 23. (By the Conservation Commission) To see if the Town will vote to raise and appropriate a sum of money (\$20,000.00) to be deposited in the Conservation Fund as established under Massachusetts General Laws , Chapter 40, Section 5, said money not to be expended without Town Meeting approval; or act in relation thereto.

ARTICLE 24. (By the Conservation Commission) To see if the Town will vote to raise and appropriate the sum of Twelve Thousand (\$12,000.00) Dollars, or some other sum, as the local share of a Clean Lakes and Great Ponds Program as established by Chapter 620A of the Acts of 1981; and to authorize the Board of Selectmen to apply for, receive and expend without further appropriation funds from the Commonwealth for said purpose; or act in relation thereto.

ARTICLE 25. (By the Conservation Commission) To see if the Town will vote to allow the Board of Selectmen to enter into one or more intermunicipal agreements with the Town of Littleton concerning watershed management and in-lake restoration techniques within Forge Pond; or act in relation thereto.

ARTICLE 26. (By the Planning Board) To see if the Town will vote to raise and appropriate the sum of Five Thousand (\$5,000.00) Dollars, or some other sum, to obtain consultant services for the completion of a study of a portion of Groton Road/Route 40; or act in relation thereto.

ARTICLE 27. (By the Selectmen) To see if the Town will vote to accept the provisions of Section 53E of Chapter 44 of the General Laws, which section, in substance, provides that the Town when making appropriations for the annual ordinary operating costs of any agency, board, department, or office of the Town, that such costs may be offset, in part or in the aggregate, by the estimated receipts from the fees charged to users of the services provided by such agency, board, department or office; or act in relation thereto.

ARTICLE 28. (By the Selectmen) To see if the Town will vote to authorize the Board of Selectmen to install various street lights; or act in relation thereto.

ARTICLE 29. (By the Selectmen) To see if the Town will vote to



accept the provisions of Section 4G of Chapter 40 of the General Laws, which Section, in substance, provides that no contract for the purchase of equipment, supplies or materials amounting to four thousand dollars or more, except in special emergency, shall be awarded unless bid proposals have been solicited and opened in public; or act in relation thereto.

ARTICLE 30. (By the Roudenbush Community Center Committee) To see if the Town will vote to authorize the Board of Selectmen to increase the number of members appointed to the Roudenbush Community Center Committee from seven (7) to nine (9); or act in relation thereto.

ARTICLE 31. (By the Selectmen) To see if the Town will vote to raise and appropriate a sum of money to be used for a follow-up hydrogeologic survey of Town wellfields; or act in relation thereto.

ARTICLE 32. (By the Selectmen) To see if the Town will vote to raise and appropriate ten thousand (\$10,000.00) dollars, or some other sum, to obtain consultant services for the study of solid waste transfer options and recommendations; or act in relation thereto.

ARTICLE 33. (By the Selectmen) To see if the Town will vote to accept the provisions of Section 26G of Chapter 148 of the General Laws, which section, in substance, provides that automatic sprinkler systems will be required in buildings and additions of more than seven thousand five hundred gross square feet in floor area; or act in relation thereto.

ARTICLE 34. (By the Finance Committee) To see if the Town will vote to authorize the Board of Selectmen to appoint a Town Management and Government Review Committee. The function and duty of the committee shall be to evaluate the current management practices of the various Town departments, boards, committees, and commissions and determine what structural changes in either operations or government (including the form of government) would better serve the Town. The committee is to report its findings and recommendations to the Selectmen and the Town prior to the first Tuesday in March 1985; or act in relation thereto.

ARTICLE 35. (By Water Commissioners) To see if the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to make a temporary loan in anticipation of funds to be received from a Federal and/or State grant in connection with the improvement of the water system along Littleton Road, Route 110; or act in relation thereto.

ARTICLE 36. (By Water Commissioners) To see if the Town will authorize the Board of Water Commissioners to accept gifts and to

apply for and accept any Federal or State grants for upgrading the water system; or act in relation thereto.

ARTICLE 37. (By the Selectmen) To see if the Town will vote to raise and appropriate the sum of eighty-four thousand (\$84,000.00) dollars or some other sum for payment of the second installment to become due in payment of a judgment rendered against the Town in the case of Franklin Prescott v. The Town of Westford, Middlesex Superior Court Docket No. 81-2318; and for related expenses in connection therewith; or act in relation thereto.

ARTICLE 38. (On Petition) To see if the Town will vote to raise and appropriate the sum of six thousand five hundred (\$6,500.00) dollars for the purchase of night vision equipment for the Police Department; or act in relation thereto.

ARTICLE 39. To see if the Town will vote to appropriate from available funds a certain sum to be deducted by the Assessors under the provisions of Section 23 of Chapter 59 of the General Laws, as most recently amended, from the amount required to be assessed by them; or act in relation thereto.

And you are directed to serve this Warrant by posting up true and attested copies thereof at the Town Hall and each Post Office in said Westford, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the first meeting aforesaid.

Given under our hands this third day of April, in the year of our Lord, 1984.

ROBERT P. TIERNEY

AVIS S. HOOPER

GEOFFREY D. HALL

RONALD H. JOHNSON

DAVID R. EARL  
\_\_\_\_\_  
Selectmen of Westford

A true copy,

Attest:

\_\_\_\_\_  
Constable of Westford















